



City of McMinnville
Planning Department
 231 NE Fifth Street
 McMinnville, OR 97128
 (503) 434-7311

www.mcminnvilleoregon.gov

Landscape Review Committee
Community Development Center, 231 NE 5th Street
September 20, 2017
12:00 PM

Committee Members	Agenda Items
Rob Stephenson Chair Sharon Gunter Vice-Chair Josh Kearns RoseMarie Caughran Tim McDaniel	<ol style="list-style-type: none"> 1. Call to Order 2. Citizen Comments 3. Approval of Minutes 4. Action Items <ol style="list-style-type: none"> A. L 31-17 – Landscape Plan (Exhibit 1) 615 NE 15th Street B. L 32-17 – Landscape Plan (Exhibit 2) 2200 NE Orchard Avenue C. L 33-17 – Street Tree Removal (Exhibit 3) 911 NW 2nd Street D. L 34-17 – Landscape Plan (Exhibit 4) 1445 NE Miller Street E. L 2-17 – Revised Landscape Plan (Exhibit 5) 1270 NE Alpha Drive 5. Discussion Items 6. Old/New Business 7. Committee Member Comments 8. Staff Comments 9. Adjournment

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.



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EXHIBIT 1 - STAFF REPORT

DATE: September 20, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4A: L 31-17

Report in Brief:

An application for a landscape plan for the renovation of Baker Field at the McMinnville High School campus (L 31-17) to be reviewed by the Landscape Review Committee.

Background:

The applicant, McMinnville School District, submitted a landscape plan review application to install landscaping on the site of the renovated Baker Field site on the McMinnville High School Property, located at 615 NE 15th Street. The subject property is more specifically described as Tax Lot 1590, Section 16CC, T. 4 S., R. 4 W., W.M.

Discussion:

The subject property is zoned R-2 (Single Family Residential). The site has previously been used as athletic fields for high school and community sports activities. The site is currently being reconstructed with improved field facilities, including the installation of artificial turf to be used for a soccer field and a practice football field. The subject site can be seen below as a red outlined area:

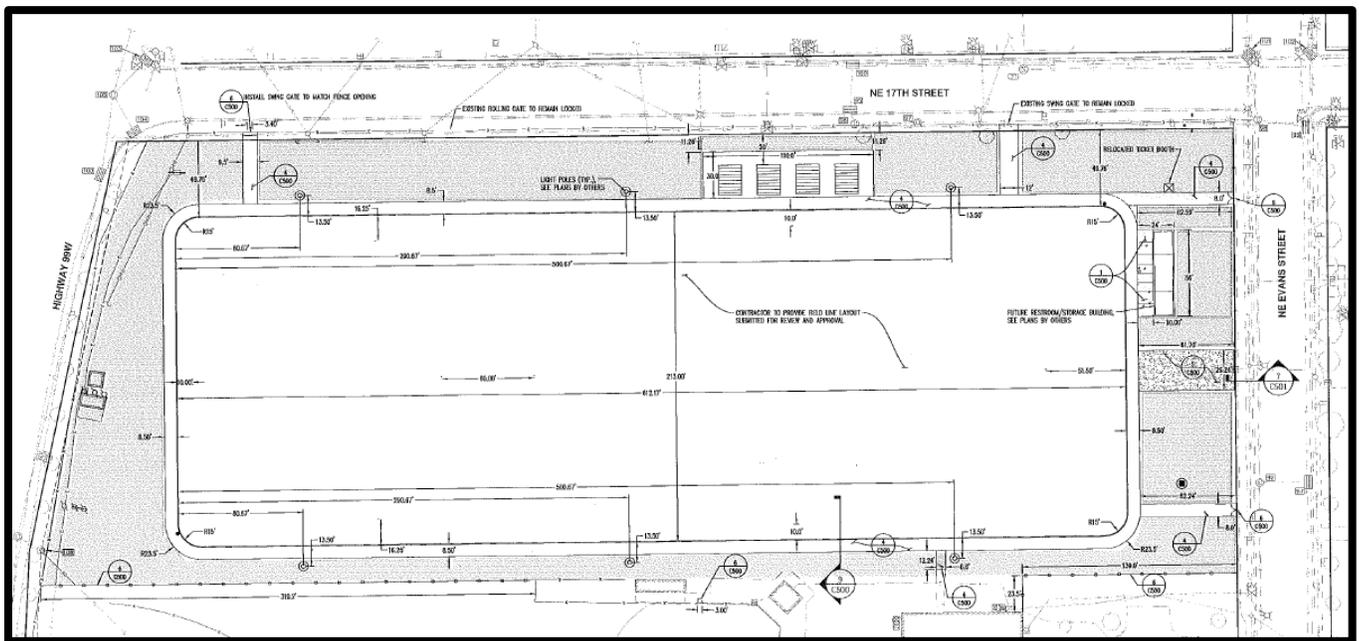
Attachments:

Attachment A - Application and Landscape Plan



The Landscaping chapter of the McMinnville Zoning Ordinance requires that at least seven (7) percent of the gross area of a site being developed be landscaped (Section 17.57.070(A) (Area Determination – Planning Factors)). The landscape plan as proposed greatly exceeds those requirements, as about 25 percent of the area of the site being redeveloped is proposed to be landscaped with turf grass.

The landscaping being proposed on the site can be seen below:



In reviewing a landscape plan, Section 17.57.070(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The surrounding area consists of a variety of other uses. To the south, additional athletic fields and school buildings exist, as well as to the east across Evans Street which is the location of the main McMinnville High School building. The site is bounded on the west by Highway 99W, with commercially zoned property and uses across from the site on the west side of Highway 99W. To the north across NE 17th Street is a mixture of higher density residential and commercial uses.

The site has existed for many years as athletic fields, and the principal use being proposed is not changing. Therefore, the applicant is not proposing to add any new landscaping materials to the site, outside of the proposed turf grass that will be installed around the perimeter of the site.

2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

The proposed use as an athletic field will not be screened from adjacent properties. The applicant is not proposing to add any landscaping material because the principal use of the property is not changing from its current use as an open athletic field.

3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.

All of the existing trees within the site, which are adjacent to Highway 99W and near the northeast corner of the site adjacent to NE 17th Street, are being retained as part of the reconstruction of the field.

4. The development and use of islands and plantings therein to break up parking areas.

There are no proposed parking areas within the development site, so this criteria is not applicable.

5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.

The landscape plan does not include the installation of street trees, as the areas shown to be planted are all within the subject site and are not within the public right-of-way.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

No irrigation facilities are proposed on the landscape plan submitted. Staff is suggesting a condition of approval to require that irrigation or suitable watering facilities be included in the proposed planter areas.

Fiscal Impact:

None.

Attachments:

Attachment A - Application and Landscape Plan

Committee Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation/Suggested Motion:

If the Landscape Review Committee is comfortable with the proposed planting plan of only installing turf grass, staff is recommending that the landscape plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the submitted landscape plan received on August 10, 2017.
2. That irrigation or suitable watering facilities be provided for the proposed landscaped areas.
3. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

If the Landscape Review Committee is not comfortable with the proposed planting plan, staff is suggesting that the application be continued to allow for more details to be submitted. Specifically, staff believes that, at a minimum, additional landscaping materials could be provided around the proposed bathroom building adjacent to NE Evans Street and the proposed bleachers adjacent to NE 17th Street.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 31-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

Or

THAT THE LANDSCAPE REVIEW COMMITTEE CONTINUE THE APPLICATION TO ALLOW FOR ADDITIONAL MATERIALS TO BE SUBMITTED FOR REVIEW, BASED ON THE FACT THAT THE PLAN DOES NOT FULLY SATISFY THE REVIEW CRITERIA IN SECTION 17.57.070(B)(1) AND SECTION 17.57.070(B)(2).

CD:sjs



Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.ci.mcminnville.or.us

Office Use Only:	
File No.	831-17
Date Received	
Fee	45 ⁰⁰
Receipt No.	17M0167
Received by	SA

Landscpe Plan Review Application

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other _____

Applicant Name McMinnville School District Phone 503-539-2245

Contact Name Emil Hamel c/o Cornerstone Phone _____
(If different than above)

Address 800 NE Lafayette Ave

City, State, Zip McMinnville, OR 97128

Contact Email emilh@cornerstone.mgi.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 615 NE 15th

Assessor Map No. R4 - - Total Site Area 196,000 ft²

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation _____ Zoning Designation _____

Landscaping Information

1. Total Landscaped Area: 50,000 ft²
2. Percent Landscaped: 25%
3. Building Floor Area:
New Structure: 800 ft² Existing Structure: _____ Addition: _____
4. Architect Name Paul Bentley Phone _____
(Landscape Architect; Engineer; or Other Designer)
- Contact Name _____ Phone _____
- Address _____
- City, State, Zip _____
- Contact Email _____

In addition to this completed application, the applicant must provide the following:

- Two (2) copies of the proposed landscape plan containing the information listed in the information sheet and Chapter 17.57 (Landscaping) of the Zoning Ordinance.
- Payment of the applicable review fee, which can be found on the Planning Department web page.

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.



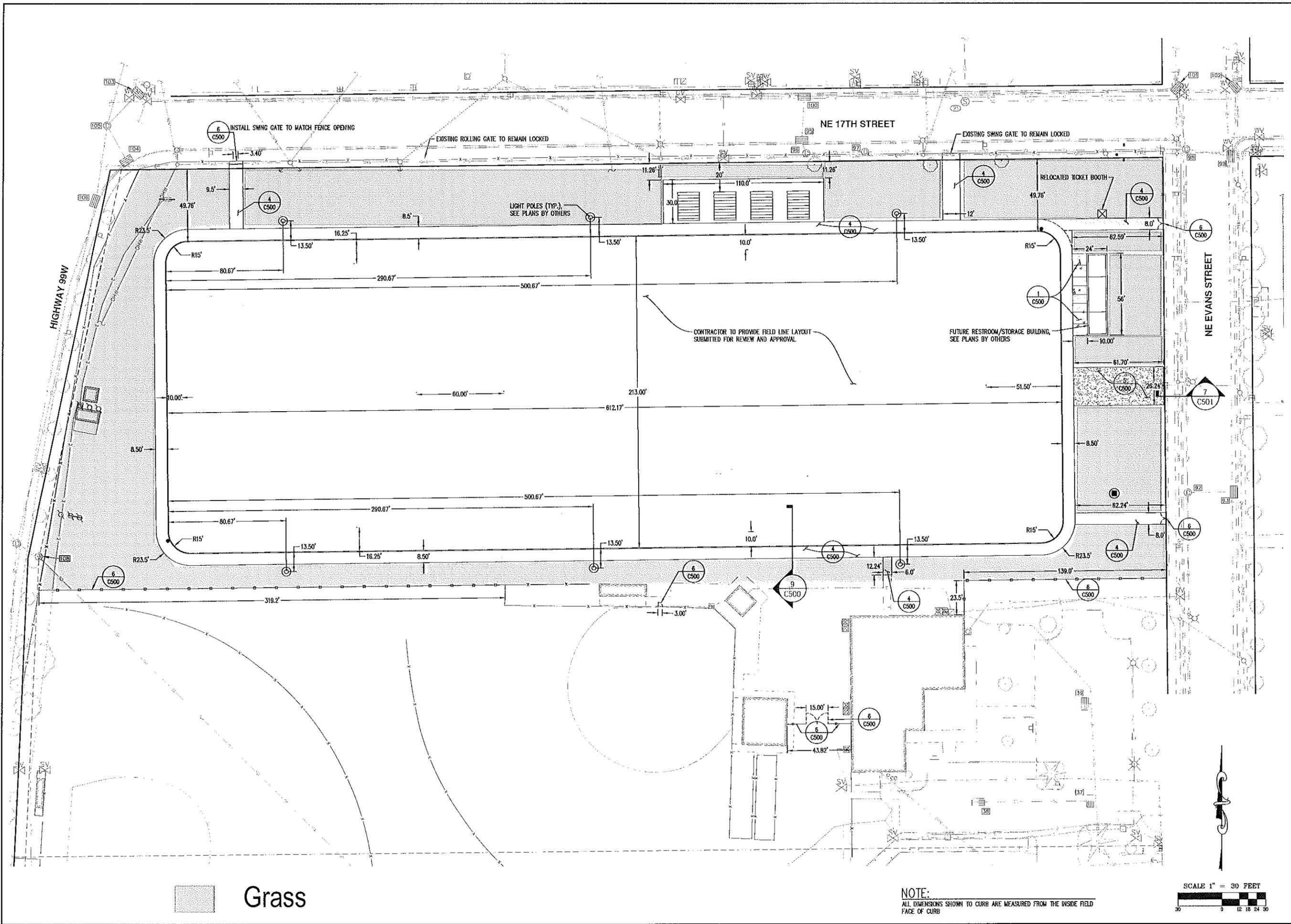
Applicant's Signature

8/10/17

Date

Property Owner's Signature

Date



AKS DRAWING FILE: 5469 C100 SITE PLAN | LAYOUT: SITE PLAN



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EXHIBIT 2 - STAFF REPORT

DATE: September 20, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4B: L 32-17

Report in Brief:

An application for a landscape plan for an expansion of an existing industrial building (L 32-17) to be reviewed by the Landscape Review Committee. The proposed landscape plan is actually a revised plan from a previous landscape plan that was approved for this property (L 5-17).

Background:

The applicant, Troy Haworth, submitted a landscape plan review application to install landscaping around the perimeter of an existing industrial property that is being expanded on the property located at 2200 NE Orchard Avenue. The subject property is the location of the Recology Western Oregon materials recovery facility and is more specifically described as Tax Lot 2500, Section 15, T. 4 S., R. 4 W., W.M.

Discussion:

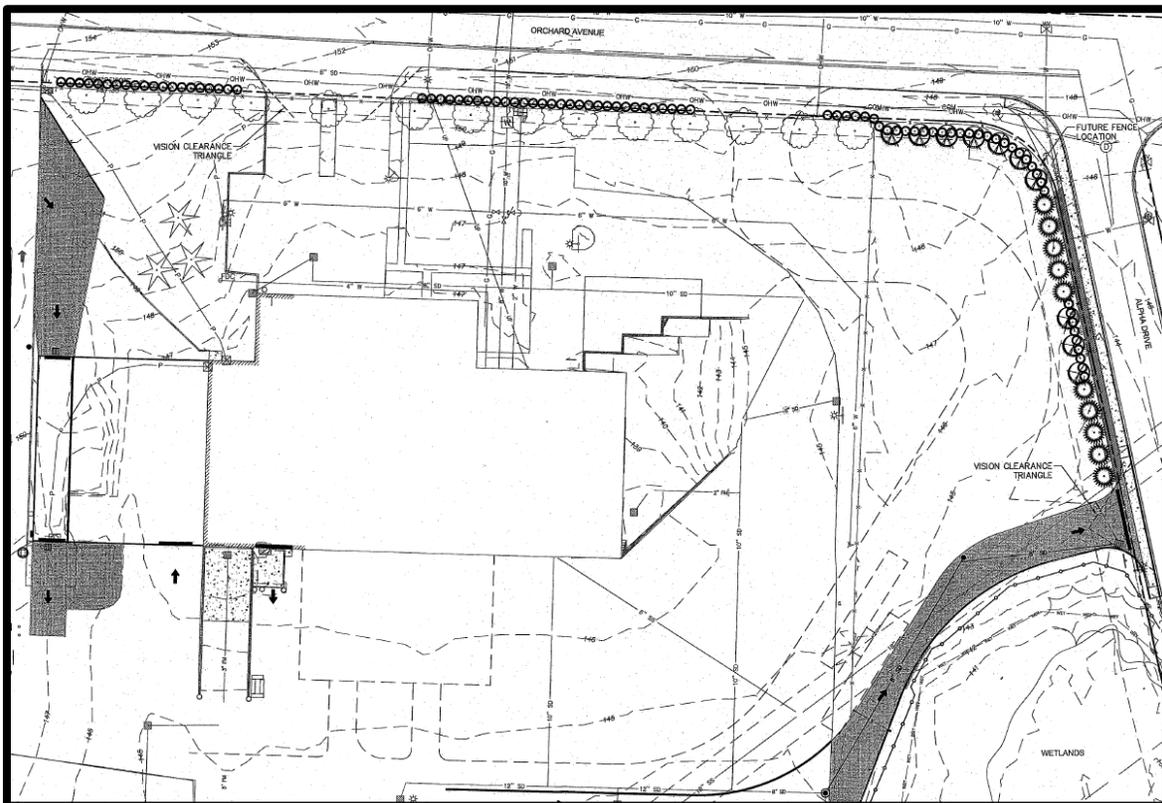
The subject property is zoned M-2 PD (General Industrial Planned Development). The applicant is expanding the existing materials recovery facility, and that expansion is currently under construction. The expansion required a conditional use permit, which was approved by the Planning Commission in May 2016. The subject site can be seen below as a red outlined area:

Attachments:

Attachment A - Application and Submitted Landscape Plan
Attachment B - Decision Document



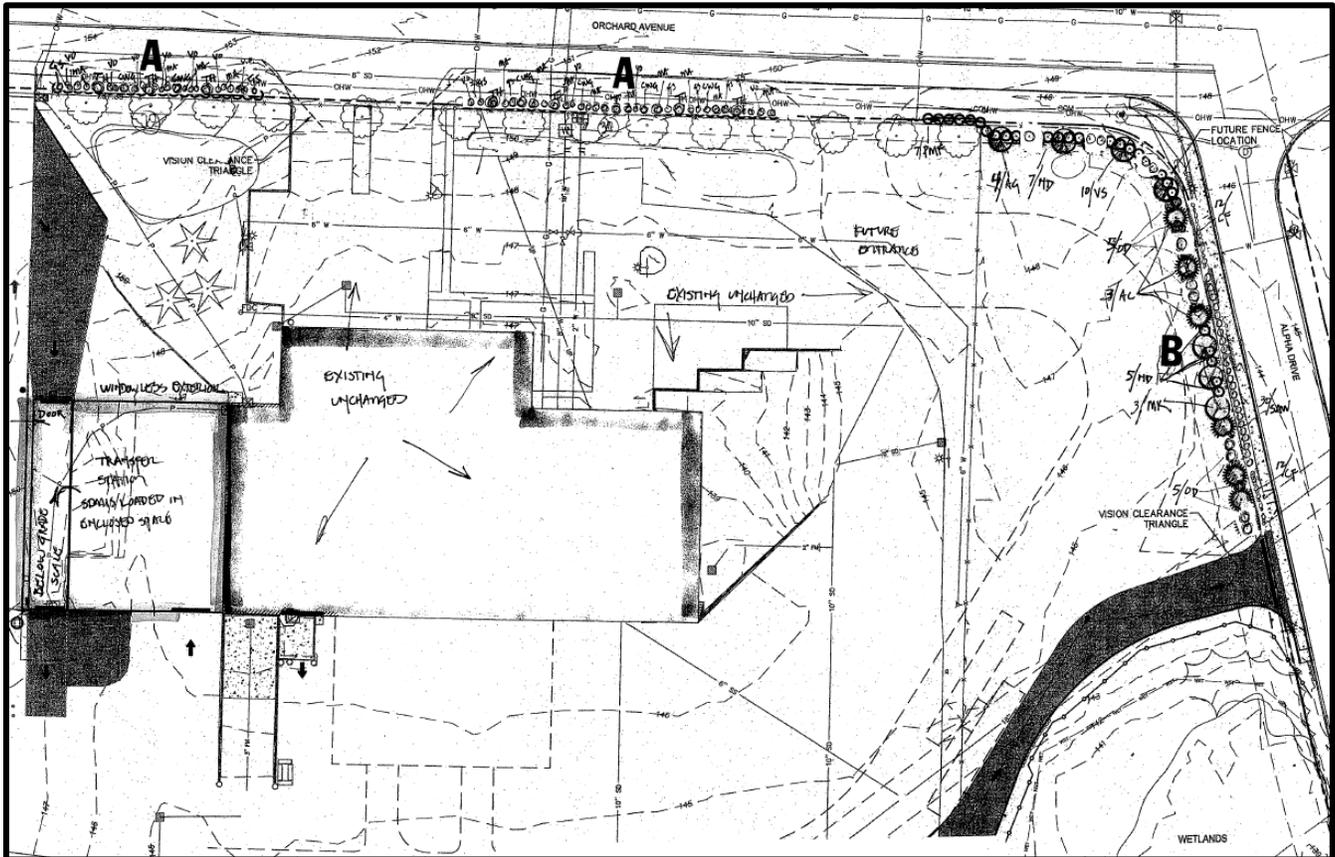
The landscaping that was previously approved can be seen below:



Attachments:
Attachment A - Application and Submitted Landscape Plan
Attachment B - Decision Document

After hiring a landscape contractor, the applicant realized in discussions with the contractor that the previous plan that was approved would be difficult to implement. The contractor believes that the proposed plant material, which was a continuous row of Portugal Laurel (*Prunus lusitanica*) along the north and east property lines, would not survive well in that area under an existing deciduous tree canopy. Also, the applicant has concerns about maintenance of the Portugal Laurel as a hedge due to the fence that would be located immediately behind the hedge.

Therefore, the applicant has submitted a revised landscape plan with different plant materials for the Landscape Review Committee to consider. The revised landscape plan can be seen below:



In reviewing a landscape plan, Section 17.57.070(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The site on which the new portions of the industrial building will be constructed is currently developed, and the proposed expansion will be an increase in the footprint of the existing building that is located on the site. The site is currently landscaped primarily on the north side, which is the most visible from NE Orchard Avenue and the public right-of-way. Trees exist on the subject site along the north property line, and groups of landscaping also exist around the existing parking lot and near the side entries on the west side of the building. However, the landscaping on the west side of the building will be removed to allow for the expansion to occur, resulting in the need for additional landscaping on the site

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document

to be compatible with the proposed project and provide screening of the building expansion. This was also a consideration during the conditional use permit process, and the Planning Commission included a condition of approval that arborvitae plantings or a similar dense plant material as may be approved by the Landscape Review Committee. The condition of approval also stated that the plants shall be a minimum of five (5) feet in height and spaced no more than three (3) feet on center, and that they would be installed along the north and east sides of the site.

In place of the Portugal Laurel (*Prunus lusitanica*), the applicant is proposing to install more of a variety of evergreen shrubs in a continuous row along the north side of the site. The evergreen shrubs being proposed include Holly-leaved Barberry (*Mahonia aquifolium*), Hick's Yew (*Taxus hicksii*), Wilma Goldcrest Cypress (*Cupressus macrocarpa* 'Wilma goldcrest'), Evergreen Huckleberry (*Vaccinium ovatum*), and Salal (*Gaultheria shallon*). These evergreen shrubs are proposed to be distributed in a repetitive pattern along the north side of the site. All of the proposed shrubs will reach a height of at least 5 feet at maturity, which was a requirement of the conditional use permit approval.

Along the northeast corner of the site and the east property line, the applicant is proposing to continue a row of evergreen shrubs but will use different species. The evergreen shrubs being proposed in these locations include Delavay Tea Olive (*Osmanthus delavayi*), Spring Bouquet Viburnum (*Viburnum tinus* 'Compactum'), Heavenly Bamboo (*Nandina domestica*), and Japanese pieris (*Pieris japonica* 'Mt. Fire'). These shrubs will be distributed in more of a longer grouping of each type of species, but still in a continuous row along the northeast corner and east sides of the site. All of these evergreen species will also reach heights of about 5 feet at maturity. Along the east side of the site, the applicant is also proposing to install continuous rows of Japanese spirea (*Spirea japonica* 'Anthony's Waterer') and Firefly Heather (*Calluna vulgaris* 'Firefly') in front of the row of evergreen shrubs. This additional row of landscaping will provide for more variation and interest within the landscaped area along the east property line.

The applicant is also proposing to install new deciduous trees along the northeast corner of the site and along a portion of the east property line. All of the proposed trees will be located within the subject site and not in public right-of-way, so the species do not need to be from the McMinnville Street Tree List. The applicant is proposing to install a variety of Amur Maple (*Acer ginnala*), Vine Maple (*Acer circinatum*) and Klehms Crabapple (*Malus* 'Klehms Improved Bechtel') as the deciduous trees. There are overhead utilities along NE Alpha Drive adjacent to the site. Therefore, the deciduous trees proposed all have mature heights of about 20 feet, which are suitable for planting in locations with overhead utility lines.

Staff believes that the proposed planting plan and screening meets the intent of the Planning Commission's conditions of approval, and that the landscaping is compatible with the proposed building expansion and will make the subject site more compatible with surrounding properties.

2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

The proposed use will be screened on the sides most visible from the public right-of-ways by a combination of existing and new landscaping. A continuous row of evergreen shrubs will be installed along the north and east property lines, which at maturity will provide for a full wall of plant materials providing adequate screening of the proposed use. Deciduous trees will be installed within the row of evergreen shrubs, providing for additional screening and interest on the site.

3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document

A majority of the existing trees on the site will be preserved. Those trees exist along the northern property line and around the existing parking lot on the north side of the building. The only trees being removed are those that are located on the west side of the building, and those are being removed to allow for the building expansion. The number of trees proposed to be installed along the north and east property lines is thirteen (13) new trees. The site is basically flat and the existing grade will be maintained.

4. The development and use of islands and plantings therein to break up parking areas.

The proposed expansion project does not impact the existing parking lot on the site, so no changes are proposed to the landscaping around the parking lot.

5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.

The landscape plan does not include the installation of street trees. The plan only includes the installation of trees along the north and east property lines, but within the subject site and not located within the public right-of-way.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

The applicant had included an irrigation system plan with the original submittal, and is still proposing to install an automatic underground system that will provide for adequate water throughout the year. The irrigation plan shows the installation of pop-up spray heads along the entire new landscaped area.

Fiscal Impact:

None.

Commission Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation/Suggested Motion:

Based on the findings described in the staff report and decision document, staff is recommending that the landscape plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the submitted landscape plan submitted August 29, 2017.

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document

2. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
3. That the applicant shall maintain proper clearances around the existing and future water services and fire hydrants that will be located near the east side of the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, or within one (1) foot of water meters located near NE Orchard Avenue. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
4. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 32-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
 (503) 434-7311 Office ◦ (503) 474-4955 Fax
www.ci.mcminnville.or.us

Office Use Only:	
File No.	<u>L32-1017</u>
Date Received	<u>Aug. 11, 2017</u>
Fee	<u>145.00</u>
Receipt No.	_____
Received by	<u>[Signature]</u>

Landscape Plan Review Application

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other _____

Applicant Name HAWORTH INC / ~~GUYTON STRICKLAND~~ Phone 503-472-2452

Contact Name TROY HAWORTH / ~~STEVEN GUYTON~~ Phone _____
 (If different than above)

Address 13500 SW Hwy 99W

City, State, Zip McMinnville OR 97128

Contact Email troy.haworth@inc.net

Property Owner Information

Property Owner Name Soni-Lease Phone 503-781-4606
 (If different than above)

Contact Name FRED STIMMLER Phone _____

Address 1850 W. WAFAMPTON AVE

City, State, Zip McMinnville

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 2200 W/O ORCHARD AVE McMinnville

Assessor Map No. R4 415 - - 2500 Total Site Area 240,000

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation INDUSTRIAL Zoning Designation M-2 pd

Landscaping Information

- 1. Total Landscaped Area: 11,250
- 2. Percent Landscaped: 5%
- 3. Building Floor Area:
New Structure: _____ Existing Structure: 34,850 Addition: 9200 sq'
- 4. Architect Name STUART GUMMESS Phone 503-434-0743
(Landscape Architect; Engineer; or Other Designer)
Contact Name STUART GUMMESS Phone _____
Address PO BOX 281
City, State, Zip McMinnville OR 97128
Contact Email _____

In addition to this completed application, the applicant must provide the following:

- Two (2) copies of the proposed landscape plan containing the information listed in the information sheet and [Chapter 17.57 \(Landscaping\)](#) of the Zoning Ordinance.
- Payment of the applicable review fee, which can be found on the [Planning Department](#) web page.

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.



Applicant's Signature



Property Owner's Signature

7-26-17

Date

7-26-17

Date



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION DOCUMENT – 2200 NE ORCHARD AVENUE

DECISION, CONDITIONS OF APPROVAL, AND FINDINGS OF FACT OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR AN EXPANDED INDUSTRIAL BUILDING AT 2200 NE ORCHARD AVENUE

- DOCKET:** L 32-17
- REQUEST:** The applicant requested the approval of a landscape plan for an expanded industrial building. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- LOCATION:** The property in question is located at 2200 NE Orchard Avenue. The subject property is the location of the Recology Western Oregon materials recovery facility and is more specifically described as Tax Lot 2500, Section 15, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Industrial on the McMinnville Comprehensive Plan Map, and is zoned M-2 PD (General Industrial Planned Development).
- APPLICANT:** Troy Haworth
- STAFF:** Chuck Darnell, Associate Planner
- DECISION-
MAKING BODY:** McMinnville Landscape Review Committee
- DATE & TIME:** September 20, 2017. Meeting was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128
- COMMENTS:** No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

ATTACHMENTS:

1. Application for Landscape Plan Review

DECISION

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL WITH CONDITIONS** of the landscape plan (L 32-17).

Application Summary:

The applicant requested the approval of a landscape plan for an expanded industrial building. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans – Submittal and review – Approval – Time limit for completion) of the McMinnville Zoning Ordinance

CONDITIONS OF APPROVAL

1. That the applicant shall install landscaping as shown on the submitted landscape plan submitted August 29, 2017.
2. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
3. That the applicant shall maintain proper clearances around the existing and future water services and fire hydrants that will be located near the east side of the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, or within one (1) foot of water meters located near NE Orchard Avenue. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
4. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

ATTACHMENTS

1. Application for Landscape Plan Review

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. Troy Haworth submitted a landscape plan review application to install landscaping around the perimeter of an existing industrial property that is being expanded on the property located at 2200 NE Orchard Avenue. The subject property is the location of the Recology Western Oregon materials recovery facility and is more specifically described as Tax Lot 2500, Section 15, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned M-2 PD (General Industrial Planned Development), and is designated as Industrial on the McMinnville Comprehensive Plan Map, 1980.
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. McMinnville Water and Light expressed concerns with the locations of some of the plant materials. The applicant revised the plan to

remove some of those plant materials and a condition of approval has been added to address the concerns related to clearances around other existing utilities.

4. A public meeting was held by the Landscape Review Committee on September 20, 2017 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.
5. The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

GOAL IV 6: TO INSURE INDUSTRIAL DEVELOPMENT THAT MAXIMIZES EFFICIENCY OF LAND USES, THAT IS APPROPRIATELY LOCATED IN RELATION TO SURROUNDING LAND USES, AND THAT MEETS NECESSARY ENVIRONMENTAL STANDARDS.

Policy 54.00: The City of McMinnville shall establish industrial planned development ordinances which shall be placed over the future industrial areas designated on the McMinnville Comprehensive Plan Map, the industrial reserve area, and certain existing industrially designated areas within the city limits. The overlay shall also be applied to any areas which are in the future designated for future industrial use through an amendment to the comprehensive plan map. The overlays shall provide standards to control the nuisance and negative environmental effects of industries. These controls shall cover, but not be limited to, the following areas:

1. *Landscaping and screening*

Finding: Goal IV 6 and Policy 54.00 are satisfied in that the Comprehensive Plan states that industrial development shall be located appropriately to be compatible with surrounding uses. Landscaping is a standard that is listed in the Comprehensive Plan as one way to mitigate the effects of industrial developments. Landscaping is proposed to be installed with this industrial development, which will provide for additional screening of the proposed use resulting in the industrial development being more compatible with the surrounding properties.

GOAL VI 1: TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.

Policy 122.00: The City of McMinnville shall encourage the following provisions for each of the three functional road classifications:

1. *Major, minor arterials.*
–*Landscaping should be encouraged along public rights-of-way.*
2. *Major, minor collectors.*
–*Landscaping should be encouraged along public rights-of-way.*
3. *Local Streets*
–*Landscaping should be encouraged along public rights-of-way.*

Finding: Goal VI 1 and Policy 122.00 are satisfied in that trees will be installed along the public right-of-way along both street frontages, including NE Orchard Avenue and NE Alpha Drive. The trees are not located in the public right-of-way, but are being placed along the property lines so that they are visible from the public right-of-way and provide screening of the use from the public right-of-way.

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

Finding: Goal X 1 and Policy 188.00 are satisfied in that McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Planning Commission and/or McMinnville City Council review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

6. The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

17.57.010 Purpose and intent. The purpose and intent of this Chapter is to encourage and, where appropriate, require the use of landscape elements, particularly plant materials, in proposed developments in an organized and harmonious manner that will enhance, protect and promote the economic, ecological and aesthetic environment of McMinnville. Landscaping is considered by McMinnville to be an integral part of a complete comprehensive development plan. [...]

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

17.57.030 Zones where required. Landscaping shall be required in the following zones except as otherwise noted: [...]

H. M-2 (General Industrial zone).

Finding: The subject site is zoned M-2 (General Industrial), and landscaping is being provided as required.

17.57.050 Plans—Submittal and review—Approval—Time limit for completion.

C. The landscaping plan shall be approved if it is found to be compatible with the purpose, intent, and requirements of this chapter. Approval of the landscaping plan shall be indicated upon the plot plans. Any modifications shall be specified on the plans and agreed to in writing by the applicant prior to the issuance of a building permit. One copy of said approved plan shall be retained by the Planning Department and included within the permanent file;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.070 Area Determination—Planning factors.

A. Landscaping shall be accomplished within the following ranges:

1. Industrial, at least seven percent of the gross area. This may be reduced to not less than five percent upon approval of the review committee. (The gross area to be landscaped may only be reduced by the review committee if there is a showing by the applicant that the intent and purpose of this chapter and subsection B of this section are met.)

Finding: The landscape plan as proposed shows five (5) percent of the portion of the site being developed as landscaped area. The landscaped area of the site can be reduced to five (5) percent by the Landscape Review Committee, if the intent and purpose of the Landscaping chapter of the McMinnville Zoning Ordinance are being met. The intent and purpose of the Landscaping chapter are being met, as described in the findings for the specific landscape plan review criteria below.

- B. The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:
1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The site on which the new portions of the industrial building will be constructed is currently developed, and the proposed expansion will be an increase in the footprint of the existing building that is located on the site. The site is currently landscaped primarily on the north side, which is the most visible from NE Orchard Avenue and the public right-of-way. Trees exist on the subject site along the north property line, and groups of landscaping also exist around the existing parking lot and near the side entries on the west side of the building. However, the landscaping on the west side of the building will be removed to allow for the expansion to occur, resulting in the need for additional landscaping on the site to be compatible with the proposed project and provide screening of the building expansion. This was also a consideration during the conditional use permit process, and the Planning Commission included a condition of approval that arborvitae plantings or a similar dense plant material as may be approved by the Landscape Review Committee. The condition of approval also stated that the plants shall be a minimum of five (5) feet in height and spaced no more than three (3) feet on center, and that they would be installed along the north and east sides of the site.

In place of the Portugal Laurel (*Prunus lusitanica*), the applicant is proposing to install more of a variety of evergreen shrubs in a continuous row along the north side of the site. The evergreen shrubs being proposed include Holly-leaved Barberry (*Mahonia aquifolium*), Hick's Yew (*Taxus hicksii*), Wilma Goldcrest Cypress (*Cupressus macrocarpa* 'Wilma goldcrest'), Evergreen Huckleberry (*Vaccinium ovatum*), and Salal (*Gaultheria shallon*). These evergreen shrubs are proposed to be distributed in a repetitive pattern along the north side of the site. All of the proposed shrubs will reach a height of at least 5 feet at maturity, which was a requirement of the conditional use permit approval.

Along the northeast corner of the site and the east property line, the applicant is proposing to continue a row of evergreen shrubs but will use different species. The evergreen shrubs being proposed in these locations include Delavay Tea Olive (*Osmanthus delavayi*), Spring Bouquet Viburnum (*Viburnum tinus* 'Compactum'), Heavenly Bamboo (*Nandina domestica*), and Japanese pieris (*Pieris japonica* 'Mt. Fire'). These shrubs will be distributed in more of a longer grouping of each type of species, but still in a continuous row along the northeast corner and east sides of the site. All of these evergreen species will also reach heights of about 5 feet at maturity. Along the east side of the site, the applicant is also proposing to install continuous rows of Japanese spirea (*Spirea japonica* 'Anthony's Waterer') and Firefly Heather (*Calluna vulgaris* 'Firefly') in front of the row of evergreen shrubs. This additional row of landscaping will provide for more variation and interest within the landscaped area along the east property line.

The applicant is also proposing to install new deciduous trees along the northeast corner of the site and along a portion of the east property line. All of the proposed trees will be located within the subject site and not in public right-of-way, so the species do not need to be from the McMinnville Street Tree List. The applicant is proposing to install a variety of Amur Maple (*Acer ginnala*), Vine Maple (*Acer circinatum*) and Klehms Crabapple (*Malus* 'Klehms Improved Bechtel') as the deciduous trees. There are overhead utilities along NE Alpha Drive adjacent to the site. Therefore, the deciduous trees proposed all have mature heights of about 20 feet, which are suitable for planting in locations with overhead utility lines.

The proposed planting plan and screening meets the intent of the Planning Commission's conditions of approval, and that the landscaping is compatible with the proposed building expansion and will make the subject site more compatible with surrounding properties.

2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

Finding: The proposed use will be screened on the sides most visible from the public right-of-ways by a combination of existing and new landscaping. A continuous row of evergreen shrubs will be installed along the north and east property lines, which at maturity will provide for a full wall of plant materials providing adequate screening of the proposed use. Deciduous trees will be installed within the row of evergreen shrubs, providing for additional screening and interest on the site.

3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.

Finding: A majority of the existing trees on the site will be preserved. Those trees exist along the northern property line and around the existing parking lot on the north side of the building. The only trees being removed are those that are located on the west side of the building, and those are being removed to allow for the building expansion. The number of trees proposed to be installed along the north and east property lines is thirteen (13) new trees. The site is basically flat and the existing grade will be maintained.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The proposed expansion project does not impact the existing parking lot on the site, so no changes are proposed to the landscaping around the parking lot.

5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.

Finding: The landscape plan does not include the installation of street trees. The plan only includes the installation of trees along the north and east property lines, but within the subject site and not located within the public right-of-way.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: The applicant had included an irrigation system plan with the original submittal, and is still proposing to install an automatic underground system that will provide for adequate water throughout the year. The irrigation plan shows the installation of pop-up spray heads along the entire new landscaped area.

- C. All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Finding: A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

EXHIBIT 3 - STAFF REPORT

DATE: September 20, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4C: L 33-17

Report in Brief:

An application for a tree removal (L 33-17) to be reviewed by the Landscape Review Committee.

Background:

The applicant, Ryan Fitch, submitted a street tree removal application to remove one (1) street tree from the property located at 911 NW 2nd Street. The subject property is more specifically described as Tax Lot 1900, Section 20AC, T. 4 S., R. 4 W., W.M.

Discussion:

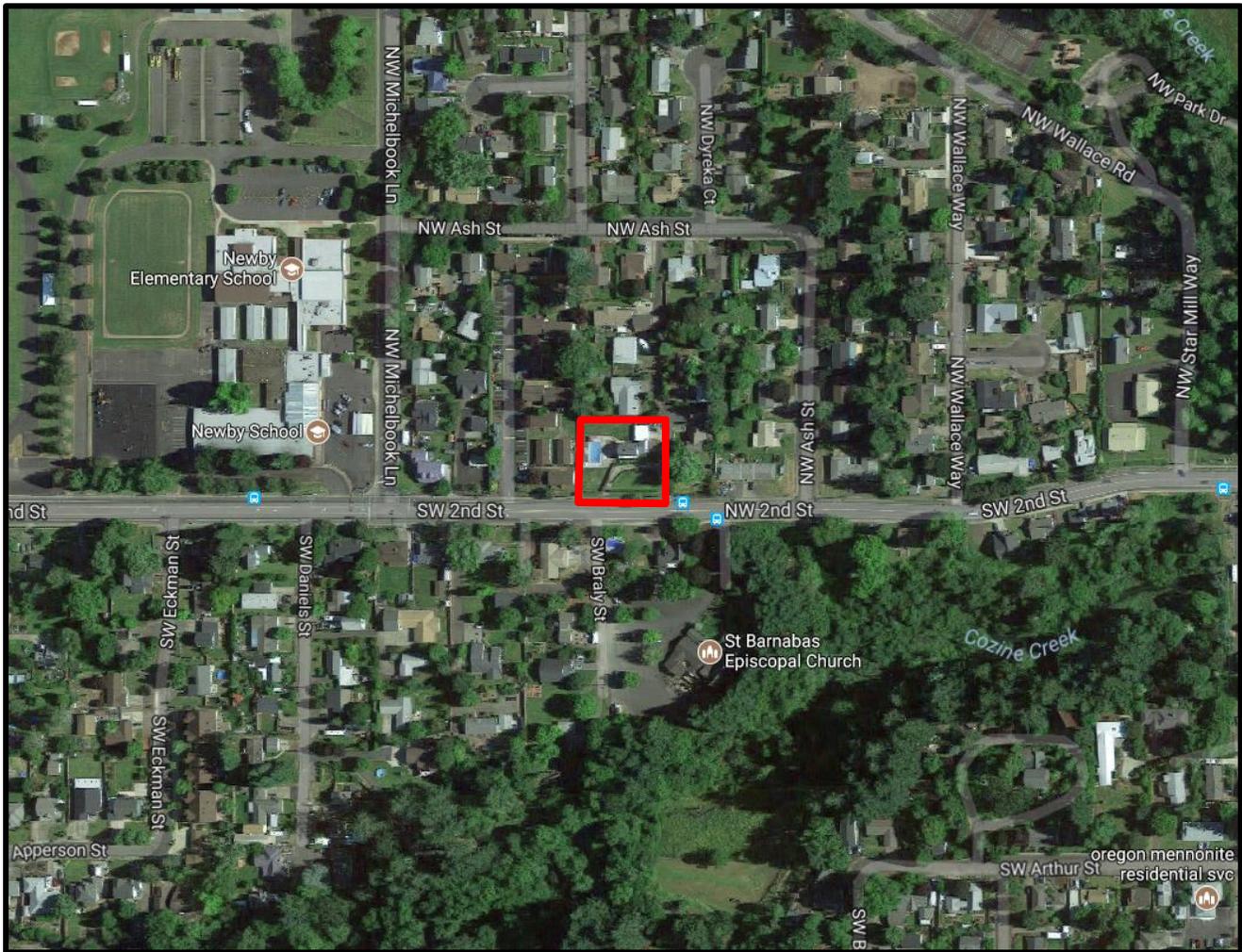
The subject property is a single family site in an older developed area of the city, and the property is located on the north side of 2nd Street. The subject site can be seen below as a red outlined area:

Attachments:

Attachment A – Application

Attachment B – Public Works Staff Comments

Attachment C – Decision Document



The applicant is requesting the removal of one (1) street tree due to the tree being diseased and concerns about safety of pedestrian traffic on the sidewalk beneath the tree. The tree in question is a hawthorn tree with multiple trunks. The main trunk measures approximately 30 inches in diameter at breast height. The applicant has provided photos that show some of the issues with rot on the trunk of the tree and dieback.

The applicant did not propose any tree replacement in their application.

Review Criteria:

Section 17.58.050 (Review Criteria) of the McMinnville Zoning Ordinance states that street tree removals may be granted if any of the following criteria apply:

- A. The tree is unsafe, dead, or diseased as determined by a Certified Arborist.

The tree in question shows a number of issues related to the overall health of the tree. The tree has multiple trunks, and there is a significant amount of rot evident at the base of the main trunk and in the cavities between some of the smaller trunks that branch off from the main trunk. Public Works staff had previously inspected this tree and were aware of the rot at the base of the trunk, and have concerns

Attachments:

Attachment A – Application

Attachment B – Public Works Staff Comments

Attachment C – Decision Document

that this could lead to failure of the tree. Given the tree's location next to and hanging over a heavily trafficked pedestrian route and a striped bike lane on 2nd Street, Public Works staff believes that the tree should be removed.

The tree also exhibits a significant amount of dieback on the north and west side of the tree, which is resulting in branches and limbs falling from the tree onto the sidewalk.

B. The tree is in conflict with public improvements.

The tree has started to impact the adjacent public sidewalk. The tree roots have begun to cause the adjacent sidewalk to lift. The applicant is concerned that future tree and root growth will continue to lift the sidewalk and create an unsafe condition for pedestrians. Public Works staff concurred with the applicant's concerns, noting that this location is also a heavily trafficked route for children traveling to Newby and Duniway schools.

In addition, there are overhead utilities above the tree, which has resulted in continuous topping of the tree. The species of tree, based on the overall height of the tree, would normally have not been allowed to be planted in this type of location with overhead utilities.

C. The proposed removal or pruning is part of an approved development project, a public improvement project where no alternative is available, or is part of a street tree improvement program.

This criteria is not applicable, as the tree is not part of an approved development or public improvement project.

Tree Replacement:

Section 17.58.040(D) (Tree Removal/Replacement) of the McMinnville Zoning Ordinance states that "Approval of a request to remove a tree may be conditioned upon replacement of the tree with another tree approved by the city, or a requirement to pay to the city an amount sufficient to fund the planting and establishment by the city of a tree, or trees, of similar value."

The applicant did not propose to replace the street tree as part of their application. However, there is a planting strip between the sidewalk and the curb along the subject property's frontage. The planting strip is 4 feet in width, which is the minimum width required for a planting strip adjacent to an arterial street. Staff is recommending that, if the tree removal is approved, that the applicant be required to plant a replacement tree in its place. The replacement tree should be of a species from the Small Trees section of the McMinnville Street Tree List, due to the presence of the overhead utilities.

Fiscal Impact:

None.

Committee Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.

Attachments:

Attachment A – Application

Attachment B – Public Works Staff Comments

Attachment C – Decision Document

- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation/Suggested Motion:

Based on the findings described above, staff is recommending that the street tree removal be approved with the following conditions:

1. That the applicant shall coordinate with the Public Works Department on the removal of the tree. The applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to discuss the removal process.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That the tree's stumps and remaining surface roots shall be removed at least six (6) inches below grade.
4. The applicant shall use caution when removing the trees and the roots. The applicant shall take care to not come into contact with the overhead power facilities, and the applicant shall contact McMinnville Water and Light at (503) 472-6158 if there are any conflicts with overhead power facilities during the tree removal or replanting.
5. That the applicant shall make any necessary sidewalk repairs and obtain necessary permits from the City prior to initiating such work. It is recommended that the applicant contact the Engineering Department at (503) 434-7312 for a sidewalk inspection to assess the need for repairs.
6. That the applicant shall plant one (1) street tree in place of the trees being removed. The tree shall be of a species from the Small Trees section of the McMinnville Street Tree List, and shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade.
7. That the replacement tree shall be provided with root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a depth of eighteen (18) inches. In addition, the trees shall be provided with deep watering tubes to promote deep root growth (see enclosed detail).
8. That the applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to discuss specific staking, watering tube requirements, and to schedule a planting inspection prior to backfilling.
9. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;

Attachments:

Attachment A – Application

Attachment B – Public Works Staff Comments

Attachment C – Decision Document

- b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
10. That the planter areas shall be restored to original grade immediately following the planting of the replacement tree.
 11. That all costs and liability associated with the tree stump and root removal shall be borne by the applicant.
 12. That the applicant shall complete the removal within six (6) months of this approval notification, or March 20, 2018.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 33-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs

Attachments:

Attachment A – Application

Attachment B – Public Works Staff Comments

Attachment C – Decision Document



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
 (503) 434-7311 Office ◦ (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:	
File No.	<u>L33-17</u>
Date Received	<u>Aug. 30, 2017</u>
Fee	<u>∅</u>
Receipt No.	<u>∅</u>
Received by	<u>SP</u>

Street Tree Removal

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other _____

Applicant Name Ryan Fitch Phone 503-807-3349

Contact Name _____ Phone _____
(If different than above)

Address 911 NW 2nd

City, State, Zip Mcminville OR 97128

Contact Email ryan.fitch@yahoo.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 911 Nw 2nd st

(Property nearest to tree(s) for removal)

Assessor Map No. R4 4.20 - AC - 1900 Total Site Area _____

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Res Zoning Designation R-2

Additional Information

1. How many trees are requested for removal? 1
2. What type (species) of tree(s) are they? unknown
3. What is the diameter of the tree(s), measured four feet above ground level? 30 inches
4. Why are you requesting the removal of the noted tree(s)? (See "Removal Criteria" on attached Information Sheet.) Explain which of the criteria is addressed through this application. This diseased tree on a busy street which makes it unsafe to vehicle and foot traffic.

In addition to this completed application, the applicant must provide the following:

- A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), showing the location of the tree(s) subject to the removal request, property lines, sidewalks, adjacent utilities (including overhead), north direction arrow, and adjacent streets.
- Arborist report, photographs, and/or other information which would help substantiate or clarify your request.

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

Ronan Fijan
Applicant's Signature

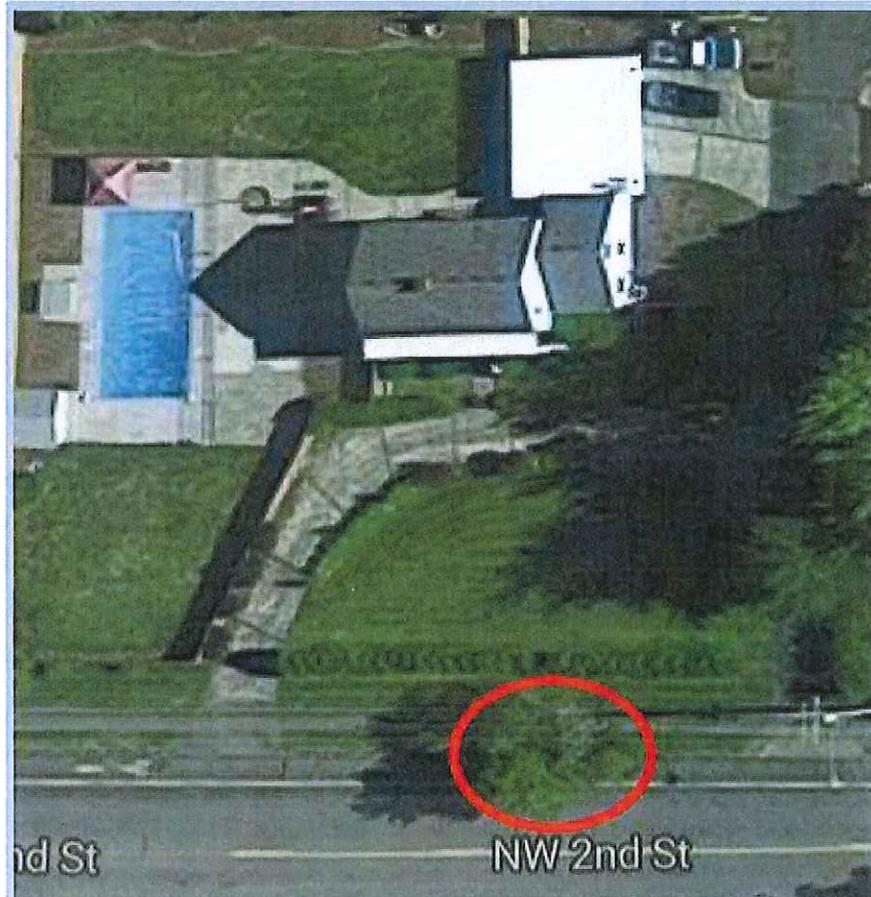
8/29/17
Date

Ronan Fijan
Property Owner's Signature

8/29/17
Date

Site plan Red circle illustrates the location of the tree.

N









PUBLIC WORKS DIVISION
503.434.7316

STREET TREE INSPECTION REPORT-L33-17

Applicant Information

Applicant: Ryan Fitch
Owner: same
Address: 911 SW 2nd Street
Telephone: 503.807.3349
Email: ryan.fitch@yahoo.com

Site Review

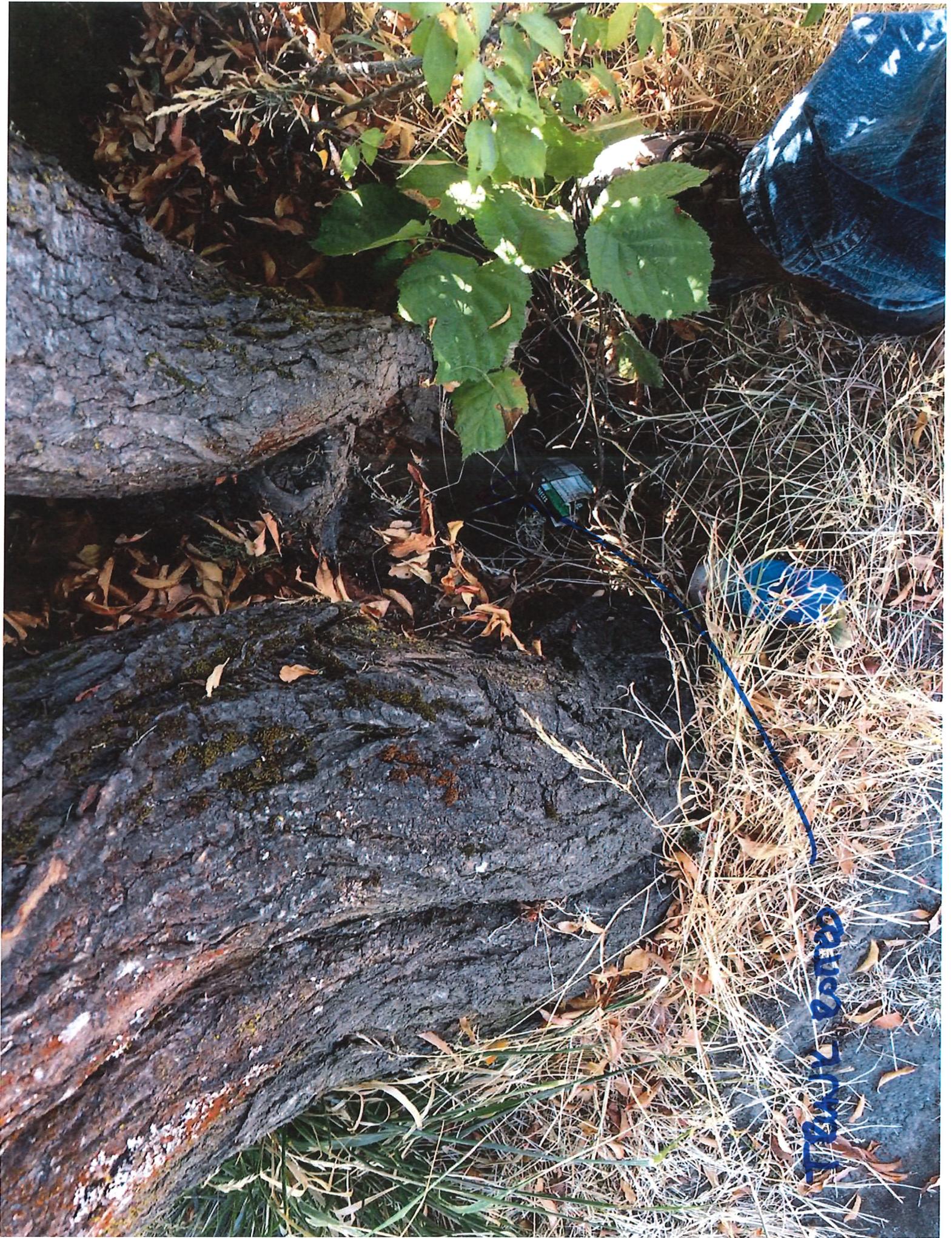
1. The tree in question appears to be a hawthorn, with multiple trunks. The main trunk is about 30" in diameter. The tree is approximately 30' in height.
2. The tree is planted in 4' planter strip between the curb and sidewalk, with non-irrigated turf as ground cover.
3. The tree has been heavily topped, and shows excessive epicormic growth.
4. There is significant rot at the base of the trunk on the north side of the tree (see photo). The split in the trunk shows excessive rot as well. The canopy shows significant dieback on the north and west side of the tree.
5. The tree has lifted the adjacent sidewalk.
6. There are overhead communication and power conflicts.
7. The tree is adjacent to 2nd Street, which is a minor arterial with a striped bike lane.

Recommendations

1. Given the tree's condition and locations, we would recommend administrative approval of this request. This is based on:
 - a. Significant trunk rotting and associated potential for complete tree failure
 - b. Location adjacent to a minor arterial with a bike path, and the associated hazard for traffic, bicyclists and pedestrians. This location is part of the route to school for Duniway and Newby.
 - c. Location under power facilities that will require continued topping

2. Suggested conditions of approval:

- a. Given the location, the City and Water & Light have agreed to jointly remove the tree
- b. Applicant to be responsible for all costs related to grinding the remaining stump.
- c. Applicant required to grind stump to a minimum of 6" below grade.
- d. Applicant to call for a utility locate prior to stump grinding.
- e. Applicant to replace the tree with a tree of a variety acceptable to the Planning Department., minimum 2" caliper.
- f. Applicant to plant tree as per the approved City detail.
- g. Applicant to contact Public Works at (503)434.7316 for an inspection prior to backfill.
- h. Applicant should be required to repair/replace adjacent sidewalk as per City code. A sidewalk permit is required and can be obtained from Engineering (503.472.7312).



TERRY CARROLL



TRUNK SPLIT,
W/ ROTTING





**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION DOCUMENT – 911 NW 2nd STREET

DECISION, CONDITIONS OF APPROVAL, AND FINDINGS OF FACT OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF TREE REMOVAL REQUEST AT 911 NW 2nd STREET

DOCKET: L 33-17 (Street Tree Removal)

REQUEST: The applicant requested the removal of a street tree. The removal of a tree within the public right-of-way requires City approval.

LOCATION: The subject site is located at 911 NW 2nd Street. The subject property is more specifically described as Tax Lot 1900, Section 20AC, T. 4 S., R. 4 W., W.M.

ZONING: The subject site is designated as Residential on the McMinnville Comprehensive Plan Map, and is zoned R-2 (Single-Family Residential).

APPLICANT: Ryan Fitch

STAFF: Chuck Darnell, Associate Planner

DECISION-MAKING BODY: McMinnville Landscape Review Committee

DATE & TIME: September 20, 2017.

COMMENTS: No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

ATTACHMENTS:

1. Application for Tree Removal

DECISION

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL WITH CONDITIONS** of the street tree removal request (L 33-17).

Application Summary:

The applicant requested the removal of a street tree. The removal of a tree within the public right-of-way requires City approval.

CONDITIONS OF APPROVAL

1. That the applicant shall coordinate with the Public Works Department on the removal of the tree. The applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to discuss the removal process.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That the tree's stumps and remaining surface roots shall be removed at least six (6) inches below grade.
4. The applicant shall use caution when removing the trees and the roots. The applicant shall take care to not come into contact with the overhead power facilities, and the applicant shall contact McMinnville Water and Light at 503-472-6158 if there are any conflicts with overhead power facilities during the tree removal or replanting.
5. That the applicant shall make any necessary sidewalk repairs and obtain necessary permits from the City prior to initiating such work. It is recommended that the applicant contact the Engineering Department at (503) 434-7312 for a sidewalk inspection to assess the need for repairs.
6. That the applicant shall plant one (1) street tree in place of the trees being removed. The tree shall be of a species from the Small Trees section of the McMinnville Street Tree List, and shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade.
7. That the replacement tree shall be provided with root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a depth of eighteen (18) inches. In addition, the trees shall be provided with deep watering tubes to promote deep root growth (see enclosed detail).
8. That the applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to discuss specific staking, watering tube requirements, and to schedule a planting inspection prior to backfilling.
9. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
10. That the planter areas shall be restored to original grade immediately following the planting of the replacement tree.
11. That all costs and liability associated with the tree stump and root removal shall be borne by the applicant.

12. That the applicant shall complete the removal within six (6) months of this approval notification, or March 20, 2018.

ATTACHMENTS

1. Application for Tree Removal

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. Ryan Fitch submitted a tree removal application requesting the removal of a street tree. The removal of a tree within the public right-of-way requires City approval.
2. The subject site is located at 911 NW 2nd Street. The subject property is more specifically described as Tax Lot 1900, Section 20AC, T. 4 S., R. 4 W., W.M.
3. The site is currently zoned R-2 (Single-Family Residential), and is designated as Residential on the McMinnville Comprehensive Plan Map, 1980.
4. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. No comments in opposition have been provided, and the comments provided by the Public Works Department and McMinnville Water and Light have been incorporated into the conditions of approval.
5. A public meeting was held by the Landscape Review Committee on September 20, 2017 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.

CONCLUSIONARY FINDINGS

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

GOAL VI 1: TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.

Policy 132.24.00: The safety and convenience of all users of the transportation system including pedestrians, bicyclists, transit users, freight, and motor vehicle drivers shall be accommodated and balanced in all types of transportation and development projects and through all phases of a project so that even the most vulnerable McMinnville residents – children, elderly, and persons with disabilities – can travel safely within the public right-of-way. [...]

Finding: GOAL VI 1 and Policy 132.24.00 are satisfied in that the tree removal will not cause the sidewalk to become further damaged, which will result in a safety improvement for pedestrians. A condition of approval has been included to require one replacement tree to be planted in place of the

trees being removed. Conditions of approval are included to ensure that the replacement tree is planted to the City's current standards, which will minimize impacts to surrounding infrastructure in the future.

Policy 132.38.00: Aesthetics and streetscaping shall be a part of the design of McMinnville's transportation system. Streetscaping, where appropriate and financially feasible, including public art, shall be included in the design of transportation facilities. Various streetscaping designs and materials shall be utilized to enhance the livability in the area of a transportation project.

Finding: Policy 132.38.00 is satisfied in that one replacement tree is being required to be replanted in this location. Conditions of approval are included to ensure that the replacement tree is planted to the City's current standards, which will minimize impacts to surrounding infrastructure in the future. The planting of the replacement tree will enhance the streetscape and livability in the surrounding area.

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

Finding: Goal X 1 and Policy 188.00 are satisfied in that McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Planning Commission and/or McMinnville City Council review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

17.58.010 Purpose. The purpose of this ordinance is to establish and maintain the maximum amount of tree cover on public and private lands in the city; provide tree-lined streets throughout the city; select, situate and maintain trees appropriately to minimize hazard, nuisance, damage, and maintenance costs; to enhance the appearance, beauty and charm of the City; to implement applicable adopted Downtown Improvement Plan provisions; to promote a diverse, healthy, and sustainable community forest; and to educate the public regarding community forest issues.

Finding: The approval of the removal request will allow for the removal of a diseased tree and safety hazard as the tree is hanging over a heavily trafficked pedestrian sidewalk and a striped bike lane.

17.58.020 Applicability. The provisions of this ordinance shall apply to:

- A. Individual significant or historic trees as defined in this ordinance
- B. All trees planted in or upon any public area or right-of-way;
- C. All trees planted in or upon any private property which directly affect public infrastructure including but not limited to sewers, water mains, sidewalks, streets, public property, or clear vision distances at street intersections;
- D. All trees on developable land and subject or undergoing development review such as site plan review, tentative subdivision review, or partition review.

Finding: The tree being removed is located within the public right-of-way. Therefore, provisions of the Trees chapter of the McMinnville Zoning Ordinance apply and the removal of any tree within the public right-of-way requires City approval.

17.58.040 Tree Removal/Replacement

- A. The removal or major pruning of a tree, if applicable under Section 17.58.020, shall require City approval, unless specifically designated as exempt by this ordinance. Persons wishing to remove or prune such trees shall file an application for a permit with the McMinnville Planning Department. The applicant shall include information describing the location, type, and size of the subject tree or trees, and the reasons for the desired action, and the costs associated with tree removal, replacement, and repair of any other public infrastructure impacted by the tree removal or major pruning. Requests for tree removal or pruning of trees outside of the Downtown Tree Zone shall be forwarded to the McMinnville Landscape Review Committee for a decision within 30 (thirty) days of submittal. Requests for tree removal within the Downtown Tree Zone shall be submitted to the McMinnville Planning Department. Such requests shall be acted upon as soon as practicable, with consideration given to public safety, value of the tree to the public, and work schedules. The Planning Director or their designee should attempt to make decisions on such requests within five calendar days of submittal. The Landscape Review Committee or Planning Director, as appropriate, may approve, approve with conditions, or deny the request based on the criteria stated in Section 17.58.050. A decision of the committee or Director may be appealed to the Planning Commission if written notice of the appeal is filed with the Planning Department within 15 (fifteen) days of the committee's or Director's decision. A decision made by the Planning Director in response to a request to remove an unsafe tree, or a tree causing repeated and excessive damage to sidewalks or other public or private improvements or structures shall be final, unless appealed by the applicant; no other party shall have standing to appeal.
- B. Trees subject to this ordinance shall be removed or pruned following accepted pruning standards adopted by the City. The Planning Director, after consultation with appropriate city staff and/or a certified arborist, shall direct removal of downtown trees that are identified in a current Downtown Tree Zone inventory assessment as unhealthy, dangerous to the public, inappropriate for the downtown area, or otherwise in need of removal.
- C. The applicant shall be responsible for all costs associated with the tree removal or pruning, or as otherwise required by this ordinance, and shall ensure that all work is done in a manner which ensures safety to individuals and public and private property.
- D. Approval of a request to remove a tree may be conditioned upon replacement of the tree with another tree approved by the city, or a requirement to pay to the city an amount sufficient to fund the planting and establishment by the city of a tree, or trees, of similar value. The value of the existing tree to be removed shall be calculated using the methods set forth in the edition then in effect of the "Guide for Plant Appraisal" published by the International Society of Arboriculture Council of Tree Landscape Appraisers. Every attempt should be made to plant replacement trees in the same general location as the tree being removed. In the event that a replacement tree cannot be planted in the same general location, a condition of approval may be required to allow for the replacement tree to be planted in another location in the City as part of the City's annual tree planting program.
- E. The applicant is responsible for grinding stumps and surface roots at least six inches below grade. At least a two inch thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two inches above the surrounding grade to allow for settling and shall be raked smooth. The applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations. The area shall be re-seeded.
- F. The applicant shall complete the tree removal, and tree replacement if required, within six months of receiving notification of the Landscape Review Committee's decision. The Landscape Review Committee may allow for additional time to complete the tree replacement to allow for planting in favorable seasons and to promote tree survivability.

- G. Other conditions may be attached to the permit approval by the McMinnville Landscape Review Committee as deemed necessary.
- H. The planting of street trees shall be subject to the design drawings and specifications developed by the City in May 2014. Specific design drawings and specifications have been developed for trees outside the Downtown Tree Zone. Such design specifications may be periodically updated by the City to include specifications such as tree root barriers, watering tubes or structures, tree grates, and removable pavers, and shall graphically describe the proper method for planting trees to minimize the potential for sidewalk / tree root conflict.

Finding: The provisions above are satisfied in that the applicant has requested a street tree removal to be reviewed by the Landscape Review Committee. The provisions related to standards to be followed in removing the tree are included as conditions of approval. A condition of approval has also been included to require one replacement tree to be planted in place of the trees being removed. Conditions of approval are included to ensure that the replacement tree is planted to the City's current standards, which will minimize impacts to surrounding infrastructure in the future.

17.58.050 Review Criteria. A permit for major pruning or tree removal shall be granted if any of the following criteria apply:

- A. The tree is unsafe, dead, or diseased as determined by a Certified Arborist.

Finding: The tree in question shows a number of issues related to the overall health of the tree. The tree has multiple trunks, and there is a significant amount of rot evident at the base of the main trunk and in the cavities between some of the smaller trunks that branch off from the main trunk. Public Works staff had previously inspected this tree and were aware of the rot at the base of the trunk, and have concerns that this could lead to failure of the tree. Given the tree's location next to and hanging over a heavily trafficked pedestrian route and a striped bike lane on 2nd Street, Public Works staff believes that the tree should be removed.

The tree also exhibits a significant amount of dieback on the north and west side of the tree, which is resulting in branches and limbs falling from the tree onto the sidewalk.

- B. The tree is in conflict with public improvements.

Finding: The tree has started to impact the adjacent public sidewalk. The tree roots have begun to cause the adjacent sidewalk to lift. The applicant is concerned that future tree and root growth will continue to lift the sidewalk and create an unsafe condition for pedestrians. Public Works staff concurred with the applicant's concerns, noting that this location is also a heavily trafficked route for children traveling to Newby and Duniway schools.

In addition, there are overhead utilities above the tree, which has resulted in continuous topping of the tree. The species of tree, based on the overall height of the tree, would normally have not been allowed to be planted in this type of location with overhead utilities.



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

EXHIBIT 4 - STAFF REPORT

DATE: September 20, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4D: L 34-17

Report in Brief:

An application for a landscape plan for the construction of new industrial buildings (L 34-17) to be reviewed by the Landscape Review Committee.

Background:

The applicant, Billy Anaya on behalf of Gallant Construction, submitted a landscape plan review application to install landscaping around two new industrial buildings proposed to be constructed on the property located at 1445 NE Miller Street. The subject property is more specifically described as Tax Lot 2100, Section 15C, T. 4 S., R. 4 W., W.M.

Discussion:

The subject property is zoned M-2 PD (General Industrial Planned Development). The existing site is vacant, and the applicant is proposing to construct two new industrial buildings on the property. The use of the new buildings is yet to be determined, but will be some type of either manufacturing or warehousing uses. The subject site can be seen below as a red outlined area:

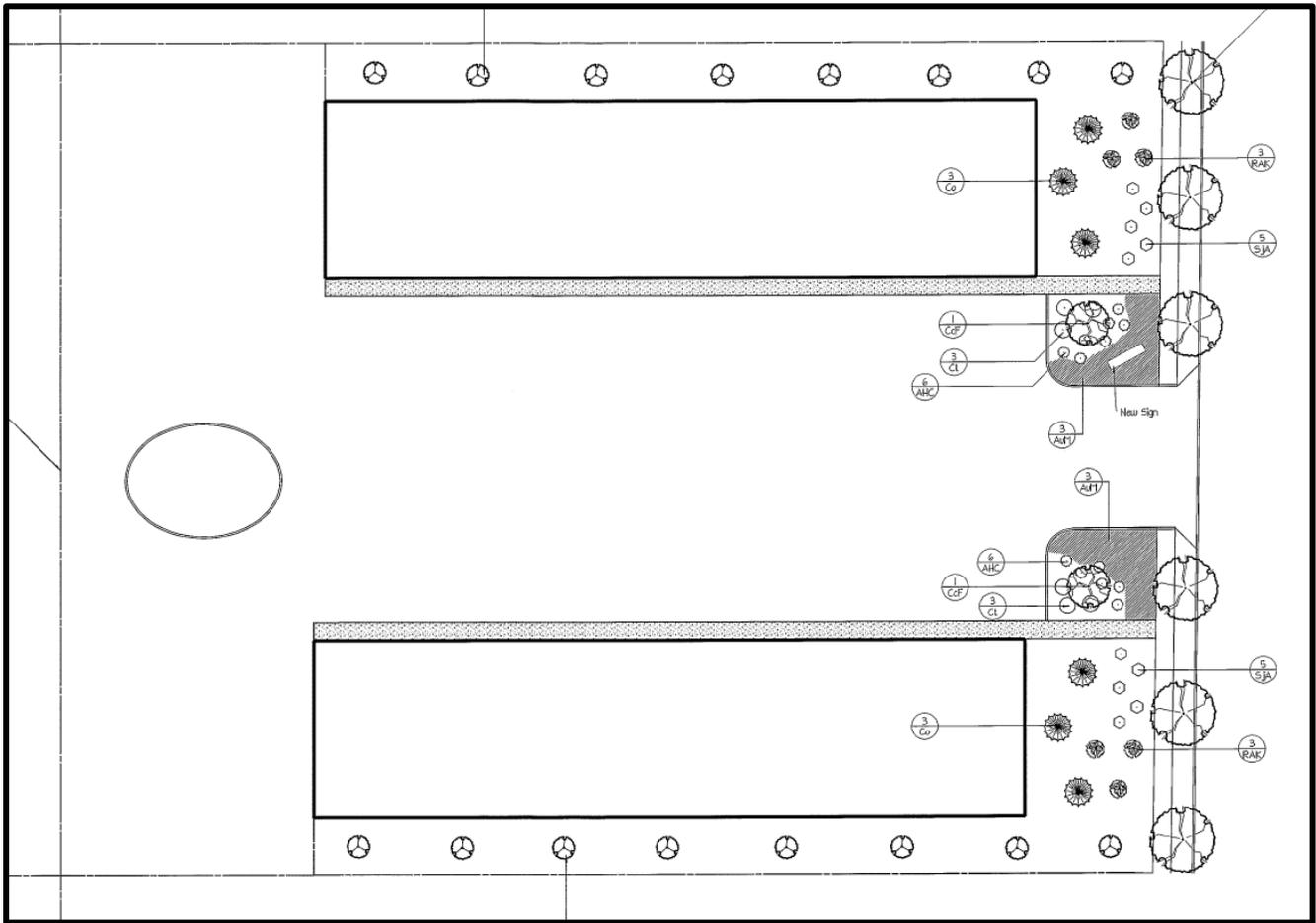
Attachments:

Attachment A - Application and Submitted Landscape Plan
Attachment B - Decision Document



The Landscaping chapter of the McMinnville Zoning Ordinance requires that at least seven (7) percent of the gross area of a site being developed be landscaped (Section 17.57.070(A) (Area Determination – Planning Factors)). The landscape plan as proposed exceeds those requirements, as about 18 percent of the area of the site being developed is proposed to be landscaped.

The landscaping being proposed on the site portion of the site can be seen below:



In reviewing a landscape plan, Section 17.57.070(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The subject site is a larger parcel, but the applicant is only proposing to develop the eastern half of the site at the current time. Therefore, landscaping is only required and proposed on the portion of the site being developed. The access to the site will be in the center of the existing tax lot, and will lead into a drive aisle and parking area with identical industrial buildings on the north and south sides of the site. The applicant is proposing to install a majority of the landscaping on the east side of the proposed buildings, between the buildings and NE Miller Street, and also along the north and south sides of the proposed buildings. The applicant is also proposing to install street trees in the public right-of-way adjacent to the site, which will be discussed in more detail below.

Between the buildings and the sidewalk, the applicant is proposing to install a variety of trees and shrubs. Closer to the buildings, there will be three (3) Hinoki Falsecypress (*Chamaecyparis obtuse*) trees. These evergreen trees will be six (6) feet tall at installation, but will grow to be much taller in height at maturity. The spread on this species of tree can also be up to 20 feet, which will provide for full coverage of the planting area at maturity. In front of the row of Hinoki Falsecypress trees, the

applicant is proposing to install a variety of rhododendron (*Rhododendron* 'Anah Kruschke') and Japanese spirea (*Spirea japonica* 'Anthony's Waterer') to fill out the planting area.

On each side of the entry drive aisle into the site, the applicant is proposing to create two additional planting islands to that will frame the entry to the site. One Forest Pansy Redbud (*Cercis canadensis* 'Forest Pansy') will be planted in each of these planting areas. This species of deciduous tree will reach a mature height of 20 feet and will have a wide spread up to 25 feet in width. Surrounding each of the Forest Pansy Redbud trees, the applicant is proposing to install Mexican Orange (*Choisya ternata*) and Hino Crimson Azalea (*Azalea* 'Hino Crimson'). To fill out these planting areas, Massachusetts Bears Grape will be installed as a groundcover.

On the north and south sides of each building, the applicant is proposing to install a continuous row of Vine Maple (*Acer circinatum*) trees. These trees are shown to be placed 25 to 30 feet apart on center, which will not provide for a continuous canopy. However, similar treatments have been used for side yard screening on other recent industrial developments in this area. The use of the Vine Maple trees will still provide for interest along the north and south sides of the property.

The landscape plan includes a note that all shrub beds will receive two (2) inches of Hemlock bark mulch. Staff believes that the use of bark mulch throughout all of the planting areas may be excessive. Therefore, staff is including a condition of approval to require that grass be installed in the linear planting areas on the north and south sides of the site, where the Vine Maple trees will be installed.

Staff believes that the proposed planting plan landscaping is compatible with the proposed development and that the subject site will be compatible with surrounding properties.

2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

The proposed use will be screened on the sides most visible from the public right-of-ways by a combination of existing and new landscaping. Street trees will provide for some screening, and additional deciduous and evergreen trees will be installed between the buildings and the public right-of-way. Along the north and south sides of the property, Vine Maple trees will be installed that will reach heights of 10-20 feet with canopy widths of about the same size. These trees will provide for screening of the new buildings from adjacent properties to the north and south.

3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.

A majority of the site is vacant of any vegetation, and has been used for agriculture use in the interim until the site was developed. Therefore, there is not much existing natural features to preserve. However, there are a few trees located on the south property line, approximately 50 feet into the site. These trees will be preserved, and the applicant has identified the drip line of these trees on the building permit plan set to ensure that they are protected during the construction process. The site is basically flat and the existing grade will be maintained.

4. The development and use of islands and plantings therein to break up parking areas.

The proposed project does not include the installation of landscaping islands within the parking areas. The applicant has designed the site to have the parking areas internal to the site, between the two buildings being constructed. The parking areas will be screened from view from the public right-of-way

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document

by the landscaping installed on the eastern portion of the site, and the planting islands framing the entry drive aisle will slightly break up the parking areas by providing landscaping between the sidewalks leading to the buildings and the drive aisle.

5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.

The landscape plan does include the installation of street trees, which will be discussed in more detail below.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

The applicant has included a note on the landscape plan that all landscape beds will receive a design build automatic irrigation system.

Street Tree Review:

In reviewing the street tree portion of the landscape plan, Section 17.58.090 of the McMinnville Zoning Ordinance requires the Landscape Review Committee to consider the following standards:

- A. The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.

The applicant is proposing to install October Glory Red Maple (*Acer rubrum* 'October Glory') trees within curb-side planting strips adjacent to the public right-of-way. The McMinnville Street Tree List lists Red Maple varieties as an approved street tree, and considers these types of trees to be "medium trees" based on their mature height of 40 feet. However, there are overhead utility lines within the public right-of-way adjacent to this site. McMinnville Water and Light has concerns with the use of October Glory Red Maple trees under the overhead utilities because their mature height will cause continual maintenance issues. Therefore, staff has included a condition of approval requiring that, in place of the October Glory Red Maple trees, the street trees will be of a species from the Small Trees section of the McMinnville Street Tree List.

- B. Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

The applicant is proposing to install two (2) inch caliper trees. A condition of approval is recommended to specify that the trees be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety.

- C. Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document

feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes.

The street tree plan shows an evenly spaced planting pattern. The use of a small or narrow stature tree from the Small Trees section of the McMinnville Street Tree List will likely result in a spacing requirement of no more than 20 feet between trees. McMinnville Water and Light also noted that there are street lights on the utility poles on the north and south sides of the site. The McMinnville Zoning Ordinance in Section 17.58.090(E) requires that street trees be planted at least 20 feet from any street light. Therefore, a condition of approval has been included to require that the trees be planted 20 feet from each street light. This leaves approximately 70 feet between the first tree planted on the north and south end of the planting strip and the beginning of the driveway. This length of 70 feet can accommodate four (4) trees spaced at no more than 20 feet between trees, so a condition of approval has been included to require that four (4) trees be planted within each planting strip to the north and south of the drive aisle for a total of eight (8) trees adjacent to the subject site.

- D. When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb.

Miller Street is considered a local street. The applicant is proposing to include a five (5) foot wide planting strip along, which is greater than the three (3) foot minimum requirement.

- E. Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.

Utilities were not identified on the street tree plan, but a condition of approval will be included to ensure that the street trees will meet the required setbacks from each type of utility and the driveway.

Fiscal Impact:

None.

Commission Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation/Suggested Motion:

Based on the findings described in the staff report and decision document, staff is recommending that the landscape plan be approved with the following conditions:

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document

1. That the applicant shall install landscaping as shown on the submitted landscape plan dated August 8, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That in place of the October Glory Red Maple (*Acer rubrum* 'October Glory') trees, the applicant shall install trees of a species from the Small Trees section of the McMinnville Street Tree List. The trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. The use of other tree species may be permitted with prior approval from the Landscape Review Committee.
4. That if the street tree species selected has a canopy width of less than 16 feet, the applicant shall install four (4) street trees in each planting strip to the north and south of the driveway, for a total of eight (8) street trees adjacent to the site. The street trees shall be planted no greater than 20 feet apart on center. If the street tree species selected has a canopy width greater than 16 feet, only three (3) street trees will be required in each planting strip and the trees shall be planted no greater than 30 feet apart on center.
5. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
6. That each street tree shall be provided with root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of each tree and the curb side of each tree. The root barrier protection shall be placed in 10-foot lengths, centered on each tree, and to a depth of eighteen (18) inches. In addition, all trees shall be provided with deep watering tubes to promote deep root growth (see enclosed detail).
7. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
8. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
9. That the street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.
10. That grass be installed on the north side of the northern building and on the south side of the southern building in the linear planting area where the Vine Maple (*Acer circinatum*) trees will be installed.

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document

11. That the applicant shall maintain proper clearances around the future water and electrical services that will be located on the east side of the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
12. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 34-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs

Attachments:

Attachment A - Application and Submitted Landscape Plan

Attachment B - Decision Document



Planning Department
231 NE Fifth Street • McMinnville, OR 97128
(503) 434-7311 Office • (503) 474-4955 Fax
www.ci.mcminnville.or.us

Office Use Only:	
File No.	<u>L34-17</u>
Date Received	<u>9-1-17</u>
Fee	<u>145.00</u>
Receipt No.	<u>17M088</u>
Received by	<u>[Signature]</u>

Landscapes Plan Review Application

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other GENERAL CONTRACTOR

Applicant Name GALLANT CONSTRUCTION Phone 503-773-5577
Contact Name BILLY ANAYA Phone 503 214-0214
(If different than above)
Address PO BOX 181
City, State, Zip BANKS, OR 97106
Contact Email billy.anaya@gogallant.com

Property Owner Information

Property Owner Name SAWTOOTH CANKING, INC Phone 503 550-0649
(If different than above)
Contact Name TYLER STOLLER Phone _____
Address 4101 NE HENRY CREEK RD
City, State, Zip DAYTON, OR 97114
Contact Email tyler@sawtoothcanking.com

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 1445 NE MILLER RD
Assessor Map No. R4-115-C-02100 Total Site Area 3 AC
Subdivision Industrial Park Block _____ Lot 6
Comprehensive Plan Designation LRD Zoning Designation M-2 PD

Landscaping Information

- 1. Total Landscaped Area: ~~22,000 SF~~ 12,000 SF
- 2. Percent Landscaped: 18%
- 3. Building Floor Area:
New Structure: 20,000 SF Existing Structure: 0 SF Addition: 20,000
10,000 per bldg.
- 4. Architect Name C&D LANDSCAPE CO. Phone _____
(Landscape Architect, Engineer, or Other Designer)
Contact Name JOSH KERENS Phone 533 864.3551
Address 16800 NE Mc DOUGALL RD
City, State, Zip DAYTON, OH 97114
Contact Email JOSH@CANODLANDSCAPE.com

In addition to this completed application, the applicant must provide the following:

- Two (2) copies of the proposed landscape plan containing the information listed in the information sheet and Chapter 17.57 (Landscaping) of the Zoning Ordinance.
- Payment of the applicable review fee, which can be found on the Planning Department web page

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

BK A
Applicant's Signature

9/1/17
Date

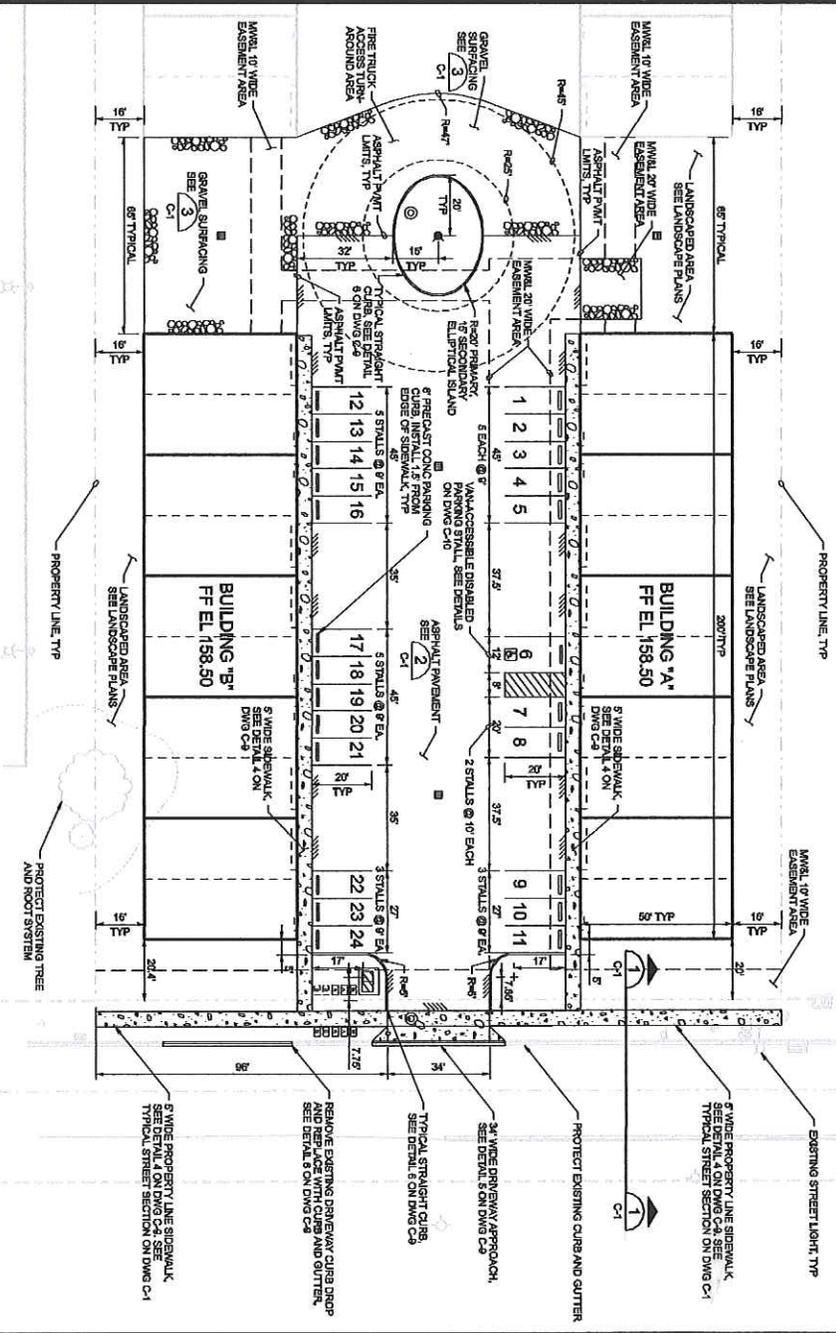
Tyler Stok
Property Owner's Signature

9/1/17
Date



- STANDARD SPECIFICATIONS AND CODE REQUIREMENTS: APPROVED AND WORKMANSHIP WITH THE PRESENT VERSION OF THE CITY OF MCKINNVILLE AND ODOT/ADWA STANDARD SPECIFICATIONS, AS APPLICABLE.
- ALL MATERIALS AND WORKMANSHIP FOR THE PRIVATE VERSIONS SHALL COMPLY WITH THE MOST CURRENT VERSIONS OF THE STANDARD SPECIFICATIONS, AS APPLICABLE.
- CONTRACTOR SHALL REVIEW THE GEOTECHNICAL ENGINEER'S SOIL REPORT PREPARED BY RAPID SOIL SOLUTIONS, DATED AUGUST 17, 2017, AND CONFORM TO ALL RECOMMENDATIONS LISTED IN THE REPORT.

- SOURCE OF BASE MAPPING SHOWN ON THESE PLANS ARE FROM BASEMAPS PROVIDED BY OTHERS, SUPPLEMENTED WITH ADDITIONAL LOCATIONS AND SITE CONDITIONS WHICH MAY BE FOUND ON CONTRACTOR'S FIELD VISITS, EXISTING UTILITY LOCATIONS, DEPTHS, AND SITE CONDITIONS AND ADJUST WORK PLAN ACCORDINGLY.
- CONTRACTOR SHALL PREVENT ANY SEDIMENT LOOSELY FROM BEING DISCHARGED OFF SITE AND ANY SOIL AND CONSTRUCTION DEBRIS FROM BEING TRANSPORTED OFF SITE BY ANY MEANS. CONTRACTOR SHALL BE RESPONSIBLE FOR CLEANING ANY CONSTRUCTION RELATED MATERIAL ON PUBLIC ROADWAYS. SEE DWG E80-1 THROUGH E80-3.
- CONSTRUCTION ACTIVITIES WHICH MAY AFFECT EXISTING UTILITIES SHALL BE CAREFULLY COORDINATED WITH RIGHTFUL UTILITY OWNER.
- DIMENSIONS SHOWN ARE TO FACE OF CURB, EDGE OF CONCRETE OR PERIMENTS OUTSIDE FACE OF BUILDING, CENTER OF UTM MANHOLE OR OTHER STRUCTURES, AND CENTER OF PIPES, UNLESS OTHERWISE SHOWN.
- WHERE NEW CURBING CONNECTS TO EXISTING CURBING OR IS INSTALLED ALONG EXISTING STREETS OR ALLEYS, THE OUTER GRADE SHALL MATCH TO THE OUTER THROUGH ANY TRANSITIONS. THE CONTRACTOR SHALL COORDINATE WITH ENGINEER OF ANY GRADE DISCREPANCIES PRIOR TO CURB INSTALLATION.
- WHERE TRENCH EXCAVATION REQUIRES REMOVAL OF GRASS AND/OR REMOVAL OF A TYPICAL JOINT UNLESS OTHERWISE APPROVED BY THE CITY, ANY SAWCUT TRENCHES SHOWN ON THE PLANS ARE SCHEDULED AND NOT INTENDED TO SHOW THE EXACT ALIGNMENT OF THE SHOULDER LINES.
- CONTRACTOR SHALL COORDINATE WITH FRANCHISE UTILITY OWNERS FOR ALL UTILITIES AND STRUCTURES. ALL UTILITIES SHALL BE PLACED IN A LOCATION OUTSIDE OF SIDEWALK LOCATIONS AND SHALL BE MINIMUM OF 1' CLEAR OF ANY PROPERTY CORNERS OR SURVEY MONUMENTS.
- ALL SIGNS SHALL CONFORM TO THE MOST CURRENT EDITION OF THE MUTCD, ODOT, AND CITY STANDARD SPECIFICATIONS.
- SEE GENERAL CONSTRUCTION NOTES ON DRAWINGS G-3 AND G-4 AND ON DRAWINGS C-1 THROUGH C-15 FOR STANDARD DETAILS.

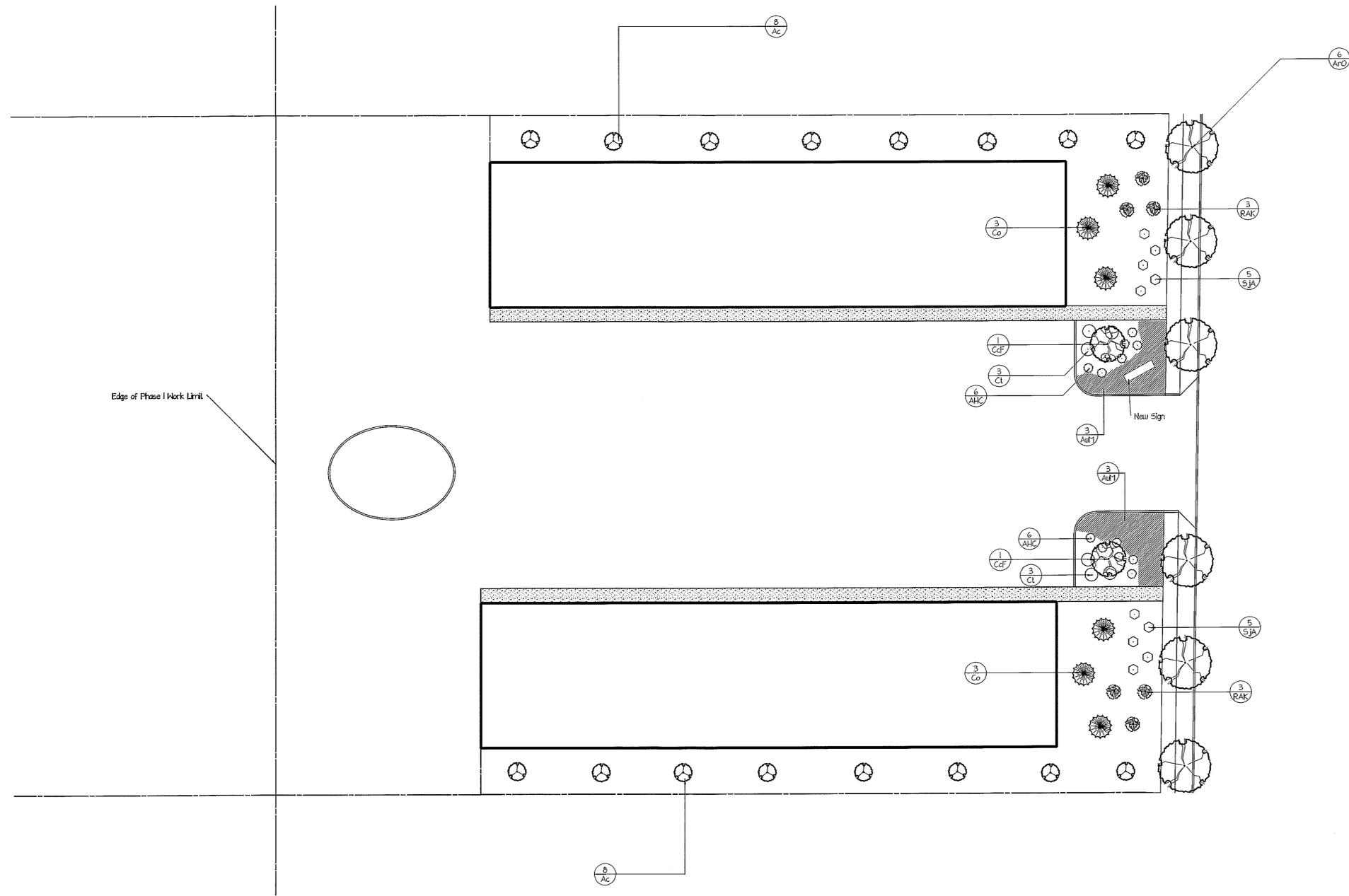


BASE OF DOCUMENT: THIS DRAWING IS THE PROPERTY OF ASHLEY ENGINEERING DESIGN, PC, AND IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN AUTHORIZATION OF ASHLEY ENGINEERING DESIGN, PC.

PRELIMINARY FOR REVIEW ONLY

REVISION: 15-01-18(15)2409

		SAWTOOTH CAULKING, INC. SAWTOOTH INDUSTRIAL DEVELOPMENT 1445 NE MILLER STREET, MCKINNVILLE, OR 97128											
SAWTOOTH CAULKING, INC. 4101 CENTRAL EXPRESSWAY SUITE 100, PORTLAND, OR 97217		CIVIL SITE LAYOUT PLAN											
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No.	Date	Revised By	Checked By	Project No.									
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SHEET NO.	23												
DWG NO.	C-3												
DATE	AUG 2017												
PROJECT NO.	17-001												
DATE	AUG 2017												

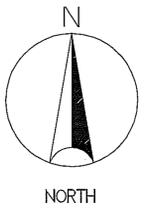


Key	Qty	Botanical Name	Common Name	Size/Condition
Trees				
Ac	16	Acer drachalum	VINE MAPLE	6-7"
Ar-O	6	Acer rubrum 'October Glory'	OCTOBER GLORY, RED MAPLE	2" Cal
Co-F	2	Cercis canadensis 'Forest Pansy'	FOREST PANSY REDBUD	15" Cal
Co	6	Chamaecyparis obtusa	HINKI FALSE CYPRESS	6-7"
Shrubs				
AHC	12	Azalea 'Hino Crimson'	HINO CRIMSON AZALEA	3 Gal
Cl	6	Chiosya ternata	MEXICAN ORANGE	5 Gal
RAK	6	Rhododendron 'Amah Krutake'	MASSACHUSETTS BEARS GRAPE	5 Gal
SJA	12	Spiraea japonica 'Anthony Waterer'	ANTHONY WATERER SPIREA	5 Gal
Groundcovers				
AHT	6	Arctostaphylos uva-ursi 'Massachusetts'	MASSACHUSETTS BEARS GRAPE	4" Flats

- * All Landscape beds to receive design build automatic irrigation system
- * All Shrub beds to receive 2" of Hemlock Bark Mulch

RECEIVED
 SEP 01 2017
 COMMUNITY DEVELOPMENT
 CENTER

C & D Landscape Co.
 16800 NE McDeegan Rd.
 Dayton, OR 97114
 503.864.9551



Sawtooth Industrial Development
 Landscape Planting Plan

1445 NE Miller Street, McMinnville, Or 97128
 SCALE: 1" = 20'
 DATE: 06/08/17
 DRAWING #: 2017/063



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION DOCUMENT – 1445 NE MILLER STREET

DECISION, CONDITIONS OF APPROVAL, AND FINDINGS OF FACT OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR AN EXPANDED INDUSTRIAL BUILDING AT 1445 NE MILLER STREET

- DOCKET:** L 34-17
- REQUEST:** The applicant requested the approval of a landscape plan for two new industrial buildings. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- LOCATION:** The property in question is located at 1445 NE Miller Street. The subject property is more specifically described as Tax Lot 2100, Section 15C, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Industrial on the McMinnville Comprehensive Plan Map, and is zoned M-2 PD (General Industrial Planned Development).
- APPLICANT:** Billy Anaya on behalf of Gallant Construction
- STAFF:** Chuck Darnell, Associate Planner
- DECISION-MAKING BODY:** McMinnville Landscape Review Committee
- DATE & TIME:** September 20, 2017. Meeting was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128
- COMMENTS:** No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

ATTACHMENTS:

1. Application for Landscape Plan Review

DECISION

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL WITH CONDITIONS** of the landscape plan (L 34-17).

Application Summary:

The applicant requested the approval of a landscape plan for two new industrial buildings. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans – Submittal and review – Approval – Time limit for completion) of the McMinnville Zoning Ordinance

CONDITIONS OF APPROVAL

1. That the applicant shall install landscaping as shown on the submitted landscape plan dated August 8, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That in place of the October Glory Red Maple (*Acer rubrum* 'October Glory') trees, the applicant shall install trees of a species from the Small Trees section of the McMinnville Street Tree List. The trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. The use of other tree species may be permitted with prior approval from the Landscape Review Committee.
4. That if the street tree species selected has a canopy width of less than 16 feet, the applicant shall install four (4) street trees in each planting strip to the north and south of the driveway, for a total of eight (8) street trees adjacent to the site. The street trees shall be planted no greater than 20 feet apart on center. If the street tree species selected has a canopy width greater than 16 feet, only three (3) street trees will be required in each planting strip and the trees shall be planted no greater than 30 feet apart on center.
5. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
6. That each street tree shall be provided with root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of each tree and the curb side of each tree. The root barrier protection shall be placed in 10-foot lengths, centered on each tree, and to a depth of eighteen (18) inches. In addition, all trees shall be provided with deep watering tubes to promote deep root growth (see enclosed detail).
7. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
8. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
9. That the street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

10. That grass be installed on the north side of the northern building and on the south side of the southern building in the linear planting area where the Vine Maple (*Acer circinatum*) trees will be installed.
11. That the applicant shall maintain proper clearances around the future water and electrical services that will be located on the east side of the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
12. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

ATTACHMENTS

1. Application for Landscape Plan Review

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. Billy Anaya on behalf of Gallant Construction submitted a landscape plan review application to install landscaping on the property located at 1445 NE Miller Street. The subject property is more specifically described as Tax Lot 2100, Section 15C, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned M-2 PD (General Industrial Planned Development), and is designated as Industrial on the McMinnville Comprehensive Plan Map, 1980.
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. McMinnville Water and Light expressed concerns with the locations of some of the plant materials, and conditions of approval have been added to address the concerns.
4. A public meeting was held by the Landscape Review Committee on September 20, 2017 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.
5. The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

GOAL IV 6: TO INSURE INDUSTRIAL DEVELOPMENT THAT MAXIMIZES EFFICIENCY OF LAND USES, THAT IS APPROPRIATELY LOCATED IN RELATION TO SURROUNDING LAND USES, AND THAT MEETS NECESSARY ENVIRONMENTAL STANDARDS.

Policy 54.00: The City of McMinnville shall establish industrial planned development ordinances which shall be placed over the future industrial areas designated on the McMinnville Comprehensive Plan Map, the industrial reserve area, and certain existing industrially designated areas within the city limits. The overlay shall also be applied to any areas

which are in the future designated for future industrial use through an amendment to the comprehensive plan map. The overlays shall provide standards to control the nuisance and negative environmental effects of industries. These controls shall cover, but not be limited to, the following areas:

1. *Landscaping and screening*

Finding: Goal IV 6 and Policy 54.00 are satisfied in that the Comprehensive Plan states that industrial development shall be located appropriately to be compatible with surrounding uses. Landscaping is a standard that is listed in the Comprehensive Plan as one way to mitigate the effects of industrial developments. Landscaping is proposed to be installed with this industrial development, which will provide for additional screening of the proposed use resulting in the industrial development being more compatible with the surrounding properties.

GOAL VI 1: TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.

Policy 122.00: The City of McMinnville shall encourage the following provisions for each of the three functional road classifications:

1. *Major, minor arterials.*
–*Landscaping should be encouraged along public rights-of-way.*
2. *Major, minor collectors.*
–*Landscaping should be encouraged along public rights-of-way.*
3. *Local Streets*
–*Landscaping should be encouraged along public rights-of-way.*

Finding: Goal VI 1 and Policy 122.00 are satisfied in that street trees will be installed within the public right-of-way, and landscaping will be installed within the site adjacent to the public right-of-way.

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

Finding: Goal X 1 and Policy 188.00 are satisfied in that McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Planning Commission and/or McMinnville City Council review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

6. The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

17.57.010 Purpose and intent. The purpose and intent of this Chapter is to encourage and, where appropriate, require the use of landscape elements, particularly plant materials, in proposed developments in an organized and harmonious manner that will enhance, protect and promote the economic, ecological and aesthetic environment of McMinnville. Landscaping is considered by McMinnville to be an integral part of a complete comprehensive development plan. [...]

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

17.57.030 Zones where required. Landscaping shall be required in the following zones except as otherwise noted: [...]

H. M-2 (General Industrial zone).

Finding: The subject site is zoned M-2 (General Industrial), and landscaping is being provided as required.

17.57.050 Plans—Submittal and review—Approval—Time limit for completion.

C. The landscaping plan shall be approved if it is found to be compatible with the purpose, intent, and requirements of this chapter. Approval of the landscaping plan shall be indicated upon the plot plans. Any modifications shall be specified on the plans and agreed to in writing by the applicant prior to the issuance of a building permit. One copy of said approved plan shall be retained by the Planning Department and included within the permanent file;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.070 Area Determination—Planning factors.

A. Landscaping shall be accomplished within the following ranges:

1. Industrial, at least seven percent of the gross area. This may be reduced to not less than five percent upon approval of the review committee. (The gross area to be landscaped may only be reduced by the review committee if there is a showing by the applicant that the intent and purpose of this chapter and subsection B of this section are met.)

Finding: The landscape plan as proposed shows 18 percent of the portion of the site being developed as landscaped area.

B. The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The subject site is a larger parcel, but the applicant is only proposing to develop the eastern half of the site at the current time. Therefore, landscaping is only required and proposed on the portion of the site being developed. The access to the site will be in the center of the existing tax lot, and will lead into a drive aisle and parking area with identical industrial buildings on the north and south sides of the site. The applicant is proposing to install a majority of the landscaping on the east side of the proposed buildings, between the buildings and NE Miller Street, and also along the north and south sides of the proposed buildings. The applicant is also proposing to install street trees in the public right-of-way adjacent to the site, which will be discussed in more detail below.

Between the buildings and the sidewalk, the applicant is proposing to install a variety of trees and shrubs. Closer to the buildings, there will be three (3) Hinoki Falsecypress (*Chamaecyparis obtuse*) trees. These evergreen trees will be six (6) feet tall at installation, but will grow to be much taller in

height at maturity. The spread on this species of tree can also be up to 20 feet, which will provide for full coverage of the planting area at maturity. In front of the row of Hinoki Falsecypress trees, the applicant is proposing to install a variety of rhododendron (*Rhododendron* 'Anah Kruschke') and Japanese spirea (*Spirea japonica* 'Anthony's Waterer') to fill out the planting area.

On each side of the entry drive aisle into the site, the applicant is proposing to create two additional planting islands to that will frame the entry to the site. One Forest Pansy Redbud (*Cercis canadensis* 'Forest Pansy') will be planted in each of these planting areas. This species of deciduous tree will reach a mature height of 20 feet and will have a wide spread up to 25 feet in width. Surrounding each of the Forest Pansy Redbud trees, the applicant is proposing to install Mexican Orange (*Choisya ternata*) and Hino Crimson Azalea (*Azalea* 'Hino Crimson'). To fill out these planting areas, Massachusetts Bears Grape will be installed as a groundcover.

On the north and south sides of each building, the applicant is proposing to install a continuous row of Vine Maple (*Acer circinatum*) trees. These trees are shown to be placed 25 to 30 feet apart on center, which will not provide for a continuous canopy. However, similar treatments have been used for side yard screening on other recent industrial developments in this area. The use of the Vine Maple trees will still provide for interest along the north and south sides of the property.

The landscape plan includes a note that all shrub beds will receive two (2) inches of Hemlock bark mulch. Staff believes that the use of bark mulch throughout all of the planting areas may be excessive. Therefore, staff is including a condition of approval to require that grass be installed in the linear planting areas on the north and south sides of the site, where the Vine Maple trees will be installed.

Staff believes that the proposed planting plan landscaping is compatible with the proposed development and that the subject site will be compatible with surrounding properties.

2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

Finding: The proposed use will be screened on the sides most visible from the public right-of-ways by a combination of existing and new landscaping. Street trees will provide for some screening, and additional deciduous and evergreen trees will be installed between the buildings and the public right-of-way. Along the north and south sides of the property, Vine Maple trees will be installed that will reach heights of 10-20 feet with canopy widths of about the same size. These trees will provide for screening of the new buildings from adjacent properties to the north and south.

3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.

Finding: A majority of the site is vacant of any vegetation, and has been used for agriculture use in the interim until the site was developed. Therefore, there is not much existing natural features to preserve. However, there are a few trees located on the south property line, approximately 50 feet into the site. These trees will be preserved, and the applicant has identified the drip line of these trees on the building permit plan set to ensure that they are protected during the construction process. The site is basically flat and the existing grade will be maintained.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The proposed project does not include the installation of landscaping islands within the parking areas. The applicant has designed the site to have the parking areas internal to the site, between the two buildings being constructed. The parking areas will be screened from view from the

public right-of-way by the landscaping installed on the eastern portion of the site, and the planting islands framing the entry drive aisle will slightly break up the parking areas by providing landscaping between the sidewalks leading to the buildings and the drive aisle.

5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.

Finding: The landscape plan does include the installation of street trees, which will be discussed in more detail below.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: The applicant has included a note on the landscape plan that all landscape beds will receive a design build automatic irrigation system.

- C. All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Finding: A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

17.58.080 Street Tree Planting—When Required. All new multi-family development, commercial or industrial development, subdivisions, partitions, or parking lots fronting on a public roadway which has a designated curb-side planting strip or planting island shall be required to plant street trees in accordance with the standards listed in Section 17.58.090.

Finding: The street tree plan as proposed will include street trees adjacent to the new industrial development site, and the street trees will be installed in a designated curb-side planting strip fronting the public right-of-way.

17.58.090 Street Tree Standards.

- A. The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.

Finding: The applicant is proposing to install October Glory Red Maple (*Acer rubrum* 'October Glory') trees within curb-side planting strips adjacent to the public right-of-way. The McMinnville Street Tree List lists Red Maple varieties as an approved street tree, and considers these types of trees to be "medium trees" based on their mature height of 40 feet. However, there are overhead utility lines within the public right-of-way adjacent to this site. McMinnville Water and Light has concerns with the use of October Glory Red Maple trees under the overhead utilities because their mature height will cause continual maintenance issues. Therefore, a condition of approval has been included requiring that, in place of the October Glory Red Maple trees, the street trees will be of a species from the Small Trees section of the McMinnville Street Tree List.

- B. Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

Finding: The applicant is proposing to install two (2) inch caliper trees. A condition of approval is recommended to specify that the trees be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety.

- C. Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes.

Finding: The street tree plan shows an evenly spaced planting pattern. The use of a small or narrow stature tree from the Small Trees section of the McMinnville Street Tree List will likely result in a spacing requirement of no more than 20 feet between trees. McMinnville Water and Light also noted that there are street lights on the utility poles on the north and south sides of the site. The McMinnville Zoning Ordinance in Section 17.58.090(E) requires that street trees be planted at least 20 feet from any street light. Therefore, a condition of approval has been included to require that the trees be planted 20 feet from each street light. This leaves approximately 70 feet between the first tree planted on the north and south end of the planting strip and the beginning of the driveway. This length of 70 feet can accommodate four (4) trees spaced at no more than 20 feet between trees, so a condition of approval has been included to require that four (4) trees be planted within each planting strip to the north and south of the drive aisle for a total of eight (8) trees adjacent to the subject site.

- D. When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb.

Finding: Miller Street is considered a local street. The applicant is proposing to include a five (5) foot wide planting strip along, which is greater than the three (3) foot minimum requirement.

- E. Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.

Finding: Utilities were not identified on the street tree plan, but a condition of approval will be included to ensure that the street trees will meet the required setbacks from each type of utility and the driveway.

17.58.120 Street Tree Maintenance. Street trees shall be continually maintained, including necessary watering, weeding, pruning and replacement, by the developer or property owner for one full growing season following planting, or as may be required by the City.

Finding: A condition of approval has been included to ensure that the applicant or future property owner will maintain the street trees as approved.



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

EXHIBIT 5 - STAFF REPORT

DATE: September 20, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4E: L 2-17

Report in Brief:

An application for a revised landscape plan for the construction of a new industrial building (L 2-17) to be reviewed by the Landscape Review Committee.

Background:

The applicant, Aaron Baker, submitted a landscape plan review application to install landscaping around a new industrial building being constructed on the property located at 1270 NE Alpha Drive. The subject property is more specifically described as Tax Lot 2400, Section 15C, T. 4 S., R. 4 W., W.M.

The applicant had previously submitted a landscape plan for this development, but the Landscape Review Committee denied the application and provided recommendations for how the landscape plan could be revised to better meet the requirements for a landscape plan.

Discussion:

The subject property is zoned M-2 PD (General Industrial Planned Development). The applicant is currently constructing a new industrial building on the site. The subject site can be seen below as a red outlined area:

Attachments:

Attachment A - Application and Submitted Landscape Plan
Attachment B - Decision Document



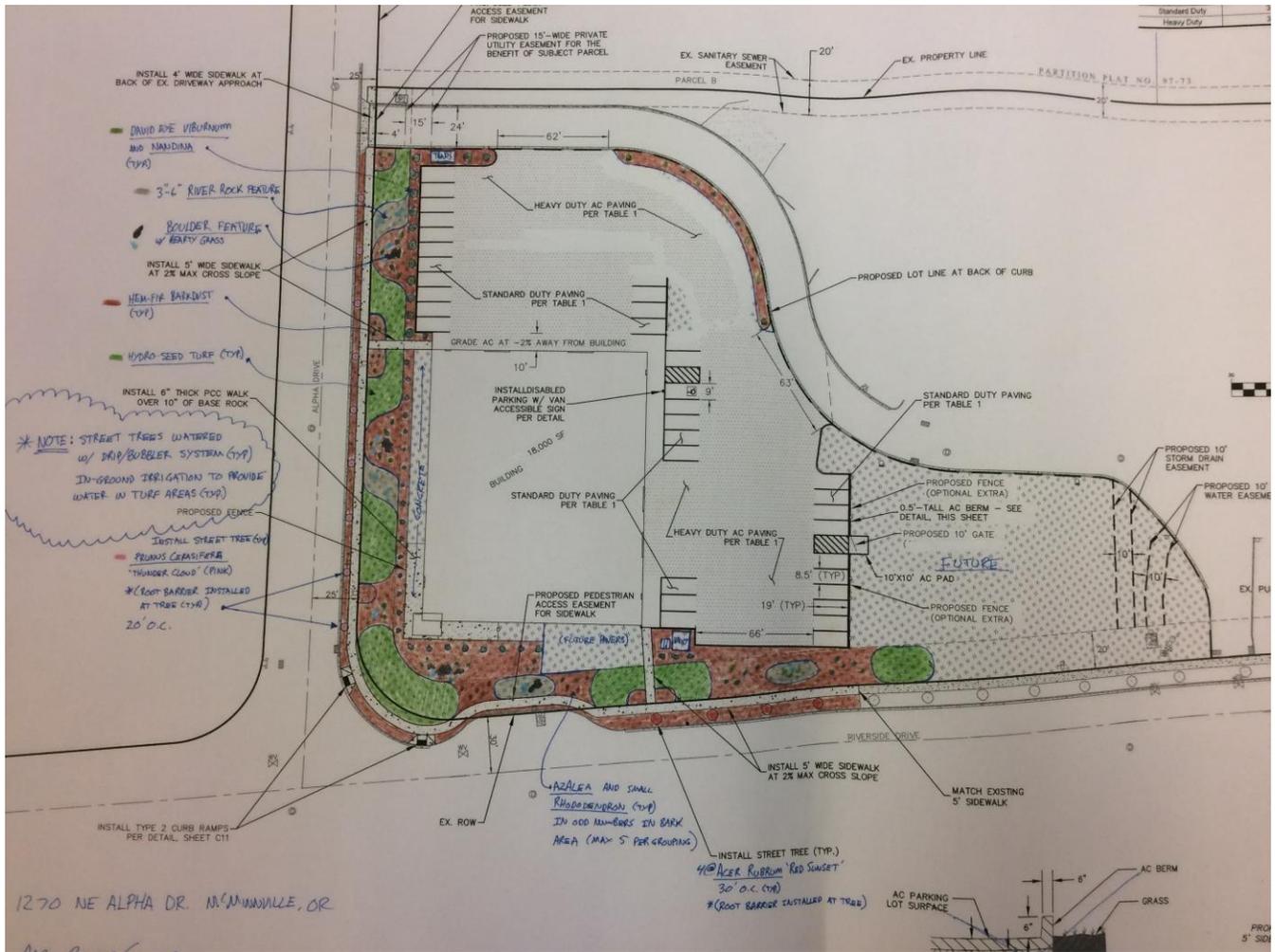
The Landscaping chapter of the McMinnville Zoning Ordinance requires that at least seven (7) percent of the gross area of a site being developed be landscaped (Section 17.57.070(A) (Area Determination – Planning Factors)). The landscape plan as proposed exceeds those requirements, as about 15 percent of the area of the site being developed is proposed to be landscaped.

The landscaping that was originally proposed for the site can be seen below:

Attachments:

Attachment A - Application and Revised Landscape Plan

Attachment B - Decision Document



In reviewing a landscape plan, Section 17.57.070(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The site on which the new industrial building will be constructed is currently vacant, but the proposed building will be located on the same lot as an existing industrial building to the east. That building, as well as others on abutting properties, are well landscaped with trees screening parking areas and perimeter plantings around buildings and property lines. The specific location of the proposed building is on a corner, so all sides of the building and associated parking areas will be visible from public right-of-way.

The applicant is proposing to install street trees along NE Alpha Drive and NE Riverside Drive. There are overhead utility wires on NE Alpha Drive, so the applicant is proposing to install Flowering Plum (*Prunus cerasifera* 'Thundercloud') trees along NE Alpha Drive. The Thundercloud Flowering Plum tree is specifically listed on the McMinnville Street Tree List, and grows to a mature height of 15-20 feet and a canopy width of 15-20 feet. Based on those sizes, the McMinnville Zoning Ordinance defines the Flowering Plum as a small or narrow stature tree, and requires that the trees be spaced no greater than

- Attachments:
- Attachment A - Application and Revised Landscape Plan
 - Attachment B - Decision Document

20 feet apart (Section 17.58.090 (C)). The landscape plan as proposed shows the trees being planted 25 feet apart, so a condition of approval has been added to reduce the spacing to 20 feet apart on center. The applicant is proposing to install Red Maple (*Acer rubrum* 'Red Sunset') trees along NE Riverside Drive, spaced at 30 feet, to be consistent with existing street tree plantings to the east. Red Maples are also a species that is listed on the McMinnville Street Tree List.

The remainder of the site is proposed to be landscaped along the building perimeter and along the edges of the parking lots that will be most visible from the public right-of-way. The applicant is proposing to install David Viburnum (*Viburnum davidii*) and Heavenly Bamboo (*Nandina domestica*) along the base of the building on the west side and near the southwest corner of the building. In response to the Committee's previous comments, the applicant has added in turf grass in areas throughout the site. There will be an alternating pattern of turf grass, bark dust, and some areas of river rock and boulder features. This pattern within the planting areas reduces the large areas of bark dust as shown in the previous landscape plan. Between some of the areas of turf grass, the applicant is proposing to install azalea and rhododendrons in groupings of five (5) plants. In the river rock features, the applicant is proposing to install some taller grasses.

Staff believes that the proposed planting plan and landscaping is compatible with the proposed development and that the subject site will be compatible with surrounding properties.

2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

The proposed use will be screened on the sides most visible from the public right-of-ways by a combination of fencing and landscaping. Sight-obscuring fencing will be installed around areas on the west and south side of the building to screen required mechanical equipment. David Viburnum and Heavenly Bamboo will be installed along the perimeter of the parking areas that will be adjacent to NE Alpha Drive and NE Riverside Drive, as well as along the perimeter of the building. The David Viburnum will grow to a height of 5 feet and a spread of 6 feet, and the Heavenly Bamboo will grow to a height of 3-8 feet and a spread of 2-4 feet. The proposed alternating planting of these two species, along with the proposed street tree plantings and the other river rock and smaller plantings, will provide for a full landscaped screening along the parking lot and building perimeters.

3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.

There are no existing trees on the site to be preserved. The site is basically flat and the existing grade will be maintained.

4. The development and use of islands and plantings therein to break up parking areas.

The landscape plan does not include substantial landscape islands in the parking areas, but the parking areas on the site are fairly well spread out throughout the site. There is not a large expanse of parking areas in any single location on the site, which reduces the visual impact of the parking areas without breaking them up with additional landscaping. The applicant has added azalea and rhododendrons within the planting area along the access drive on the north side of the site in response to the Committee's previous comments on the minimal plantings in this area. This will provide for additional buffering between the site's parking areas and the adjacent property.

Attachments:

Attachment A - Application and Revised Landscape Plan

Attachment B - Decision Document

5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.

The landscape plan includes the installation of street trees along NE Alpha Drive and NE Riverside Drive. The species of trees being proposed are on the McMinnville Street Tree List, and a condition of approval has been added to ensure that the trees will be planted to meet the minimum spacing requirements based on mature canopy width.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

The applicant has included a note on the landscape plan that all landscaped areas will be irrigated either with drip line or an in-ground automatic system.

Street Tree Review:

In reviewing the street tree portion of the landscape plan, Section 17.58.090 of the McMinnville Zoning Ordinance requires the Landscape Review Committee to consider the following standards:

- A. The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.

The applicant is proposing to install Flowering Plum (*Prunus cerasifera* 'Thundercloud') trees along NE Alpha Drive and Red Maple (*Acer rubrum* 'Red Sunset') trees along NE Riverside Drive. Both of those species are listed on the McMinnville Street Tree List.

- B. Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

A condition of approval is recommended to specify that the trees be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety.

- C. Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes.

The street tree plan shows an evenly spaced planting pattern. The Thundercloud Flowering Plum tree grows to a mature height of 15-20 feet and a canopy width of 15-20 feet. Based on those sizes, the McMinnville Zoning Ordinance defines the Flowering Plum as a small or narrow stature tree, and requires that the trees be spaced no greater than 20 feet apart (Section 17.58.090 (C)). The landscape

Attachments:

Attachment A - Application and Revised Landscape Plan

Attachment B - Decision Document

plan as proposed shows the trees being planted 25 feet apart, so a condition of approval has been added to reduce the spacing to 20 feet apart on center. The applicant is proposing to install Red Maple (*Acer rubrum* 'Red Sunset') trees along NE Riverside Drive, spaced at 30 feet, to be consistent with existing street tree plantings to the east. This spacing is consistent with the requirements for a medium tree.

- D. When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb.

The proposed planting strips will be seven (7) feet in width along Riverside Drive, which is an arterial, and four (4) feet along Alpha Drive, which is considered a local street. The proposed widths of the planting strips exceed the minimum required widths.

- E. Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.

Utilities were not identified on the street tree plan, but a condition of approval will be included to ensure that the street trees will meet the required setbacks from each type of utility and the driveway.

Fiscal Impact:

None.

Commission Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation/Suggested Motion:

Based on the findings described in the staff report and decision document, staff is recommending that the landscape plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the submitted landscape plan submitted September 6, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That the street trees installed shall be Flowering Plum (*Prunus cerasifera* 'Thundercloud') trees along NE Alpha Drive and Red Maple (*Acer rubrum* 'Red Sunset') trees along NE Riverside

Attachments:

Attachment A - Application and Revised Landscape Plan

Attachment B - Decision Document

Drive. The trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. The use of other tree species may be permitted with prior approval from the Landscape Review Committee.

4. That the Flowering Plum (*Prunus cerasifera* 'Thundercloud') trees along NE Alpha Drive shall be planted no more than 20 feet apart on center.
5. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
6. That each street tree shall be provided with root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of each tree and the curb side of each tree. The root barrier protection shall be placed in 10-foot lengths, centered on each tree, and to a depth of eighteen (18) inches. In addition, all trees shall be provided with deep watering tubes to promote deep root growth (see enclosed detail).
7. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
8. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
9. That the street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.
10. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 2-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs

Attachments:

Attachment A - Application and Revised Landscape Plan

Attachment B - Decision Document



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION DOCUMENT – 1270 NE ALPHA DRIVE

DECISION, CONDITIONS OF APPROVAL, AND FINDINGS OF FACT OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR A NEW INDUSTRIAL BUILDING AT 1270 NE ALPHA DRIVE

- DOCKET:** L 2-17
- REQUEST:** The applicant requested the approval of a landscape plan for a new industrial building. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- LOCATION:** The property in question is located at 1270 NE Alpha Drive. The subject property is more specifically described as Tax Lot 2400, Section 15C, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Industrial on the McMinnville Comprehensive Plan Map, and is zoned M-2 PD (General Industrial Planned Development).
- APPLICANT:** Aaron Baker
- STAFF:** Chuck Darnell, Associate Planner
- DECISION-MAKING BODY:** McMinnville Landscape Review Committee
- DATE & TIME:** September 20, 2017. Meeting was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128
- COMMENTS:** No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

ATTACHMENTS:

1. Application for Landscape Plan Review

DECISION

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL WITH CONDITIONS** of the landscape plan (L 2-17).

Application Summary:

The applicant requested the approval of a landscape plan for a new industrial building. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans – Submittal and review – Approval – Time limit for completion) of the McMinnville Zoning Ordinance

CONDITIONS OF APPROVAL

1. That the applicant shall install landscaping as shown on the submitted landscape plan submitted September 6, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That the street trees installed shall be Flowering Plum (*Prunus cerasifera* 'Thundercloud') trees along NE Alpha Drive and Red Maple (*Acer rubrum* 'Red Sunset') trees along NE Riverside Drive. The trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. The use of other tree species may be permitted with prior approval from the Landscape Review Committee.
4. That the Flowering Plum (*Prunus cerasifera* 'Thundercloud') trees along NE Alpha Drive shall be planted no more than 20 feet apart on center.
5. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
6. That each street tree shall be provided with root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of each tree and the curb side of each tree. The root barrier protection shall be placed in 10-foot lengths, centered on each tree, and to a depth of eighteen (18) inches. In addition, all trees shall be provided with deep watering tubes to promote deep root growth (see enclosed detail).
7. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
8. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
9. That the street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.
10. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

ATTACHMENTS

1. Application for Landscape Plan Review

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. Aaron Baker submitted a landscape plan review application to install landscaping on the property located at 1270 NE Alpha Drive. The subject property is more specifically described as Tax Lot 2400, Section 15C, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned M-2 PD (General Industrial Planned Development), and is designated as Industrial on the McMinnville Comprehensive Plan Map, 1980.
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. McMinnville Water and Light expressed concerns with the locations of some of the plant materials, and conditions of approval have been added to address the concerns.
4. A public meeting was held by the Landscape Review Committee on September 20, 2017 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.
5. The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

GOAL IV 6: TO INSURE INDUSTRIAL DEVELOPMENT THAT MAXIMIZES EFFICIENCY OF LAND USES, THAT IS APPROPRIATELY LOCATED IN RELATION TO SURROUNDING LAND USES, AND THAT MEETS NECESSARY ENVIRONMENTAL STANDARDS.

Policy 54.00: The City of McMinnville shall establish industrial planned development ordinances which shall be placed over the future industrial areas designated on the McMinnville Comprehensive Plan Map, the industrial reserve area, and certain existing industrially designated areas within the city limits. The overlay shall also be applied to any areas which are in the future designated for future industrial use through an amendment to the comprehensive plan map. The overlays shall provide standards to control the nuisance and negative environmental effects of industries. These controls shall cover, but not be limited to, the following areas:

1. *Landscaping and screening*

Finding: Goal IV 6 and Policy 54.00 are satisfied in that the Comprehensive Plan states that industrial development shall be located appropriately to be compatible with surrounding uses. Landscaping is a standard that is listed in the Comprehensive Plan as one way to mitigate the effects of industrial developments. Landscaping is proposed to be installed with this industrial development, which will provide for additional screening of the proposed use resulting in the industrial development being more compatible with the surrounding properties.

GOAL VI 1: TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.

Policy 122.00: The City of McMinnville shall encourage the following provisions for each of the three functional road classifications:

1. *Major, minor arterials.*
–Landscaping should be encouraged along public rights-of-way.
2. *Major, minor collectors.*
–Landscaping should be encouraged along public rights-of-way.
3. *Local Streets*
–Landscaping should be encouraged along public rights-of-way.

Finding: Goal VI 1 and Policy 122.00 are satisfied in that street trees will be installed within the public right-of-way, and landscaping will be installed within the site adjacent to the public right-of-way.

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

Finding: Goal X 1 and Policy 188.00 are satisfied in that McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Planning Commission and/or McMinnville City Council review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

6. The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

17.57.010 Purpose and intent. The purpose and intent of this Chapter is to encourage and, where appropriate, require the use of landscape elements, particularly plant materials, in proposed developments in an organized and harmonious manner that will enhance, protect and promote the economic, ecological and aesthetic environment of McMinnville. Landscaping is considered by McMinnville to be an integral part of a complete comprehensive development plan. [...]

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

17.57.030 Zones where required. Landscaping shall be required in the following zones except as otherwise noted: [...]

H. M-2 (General Industrial zone).

Finding: The subject site is zoned M-2 (General Industrial), and landscaping is being provided as required.

17.57.050 Plans—Submittal and review—Approval—Time limit for completion.

- C. The landscaping plan shall be approved if it is found to be compatible with the purpose, intent, and requirements of this chapter. Approval of the landscaping plan shall be indicated upon the plot plans. Any modifications shall be specified on the plans and agreed to in writing by the applicant prior to the issuance of a building permit. One copy of said approved plan shall be retained by the Planning Department and included within the permanent file;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.070 Area Determination—Planning factors.

- A. Landscaping shall be accomplished within the following ranges:

1. Industrial, at least seven percent of the gross area. This may be reduced to not less than five percent upon approval of the review committee. (The gross area to be landscaped may only be reduced by the review committee if there is a showing by the applicant that the intent and purpose of this chapter and subsection B of this section are met.)

Finding: The landscape plan as proposed shows 15 percent of the portion of the site being developed as landscaped area.

- B. The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:
1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The site on which the new industrial building will be constructed is currently vacant, but the proposed building will be located on the same lot as an existing industrial building to the east. That building, as well as others on abutting properties, are well landscaped with trees screening parking areas and perimeter plantings around buildings and property lines. The specific location of the proposed building is on a corner, so all sides of the building and associated parking areas will be visible from public right-of-way.

The applicant is proposing to install street trees along NE Alpha Drive and NE Riverside Drive. There are overhead utility wires on NE Alpha Drive, so the applicant is proposing to install Flowering Plum (*Prunus cerasifera* 'Thundercloud') trees along NE Alpha Drive. The Thundercloud Flowering Plum tree is specifically listed on the McMinnville Street Tree List, and grows to a mature height of 15-20 feet and a canopy width of 15-20 feet. Based on those sizes, the McMinnville Zoning Ordinance defines the Flowering Plum as a small or narrow stature tree, and requires that the trees be spaced no greater than 20 feet apart (Section 17.58.090 (C)). The landscape plan as proposed shows the trees being planted 25 feet apart, so a condition of approval has been added to reduce the spacing to 20 feet apart on center. The applicant is proposing to install Red Maple (*Acer rubrum* 'Red Sunset') trees along NE Riverside Drive, spaced at 30 feet, to be consistent with existing street tree plantings to the east. Red Maples are also a species that is listed on the McMinnville Street Tree List.

The remainder of the site is proposed to be landscaped along the building perimeter and along the edges of the parking lots that will be most visible from the public right-of-way. The applicant is proposing to install David Viburnum (*Viburnum davidii*) and Heavenly Bamboo (*Nandina domestica*) along the base of the building on the west side and near the southwest corner of the building. In response to the Committee's previous comments, the applicant has added in turf grass in areas throughout the site. There will be an alternating pattern of turf grass, bark dust, and some areas of river rock and boulder features. This pattern within the planting areas reduces the large areas of bark dust as shown in the previous landscape plan. Between some of the areas of turf grass, the applicant

is proposing to install azalea and rhododendrons in groupings of five (5) plants. In the river rock features, the applicant is proposing to install some taller grasses.

The proposed planting plan and landscaping is compatible with the proposed development and that the subject site will be compatible with surrounding properties.

2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

Finding: The proposed use will be screened on the sides most visible from the public right-of-ways by a combination of fencing and landscaping. Sight-obscuring fencing will be installed around areas on the west and south side of the building to screen required mechanical equipment. David Viburnum and Heavenly Bamboo will be installed along the perimeter of the parking areas that will be adjacent to NE Alpha Drive and NE Riverside Drive, as well as along the perimeter of the building. The David Viburnum will grow to a height of 5 feet and a spread of 6 feet, and the Heavenly Bamboo will grow to a height of 3-8 feet and a spread of 2-4 feet. The proposed alternating planting of these two species, along with the proposed street tree plantings and the other river rock and smaller plantings, will provide for a full landscaped screening along the parking lot and building perimeters.

3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.

Finding: There are no existing trees on the site to be preserved. The site is basically flat and the existing grade will be maintained.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The landscape plan does not include substantial landscape islands in the parking areas, but the parking areas on the site are fairly well spread out throughout the site. There is not a large expanse of parking areas in any single location on the site, which reduces the visual impact of the parking areas without breaking them up with additional landscaping. The applicant has added azalea and rhododendrons within the planting area along the access drive on the north side of the site in response to the Committee's previous comments on the minimal plantings in this area. This will provide for additional buffering between the site's parking areas and the adjacent property.

5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.

Finding: The landscape plan includes the installation of street trees along NE Alpha Drive and NE Riverside Drive. The species of trees being proposed are on the McMinnville Street Tree List, and a condition of approval has been added to ensure that the trees will be planted to meet the minimum spacing requirements based on mature canopy width.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: The applicant has included a note on the landscape plan that all landscaped areas will be irrigated either with drip line or an in-ground automatic system.

C. All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Finding: A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

17.58.080 Street Tree Planting—When Required. All new multi-family development, commercial or industrial development, subdivisions, partitions, or parking lots fronting on a public roadway which has a designated curb-side planting strip or planting island shall be required to plant street trees in accordance with the standards listed in Section 17.58.090.

Finding: The street tree plan as proposed will include street trees adjacent to the new industrial development site, and the street trees will be installed in a designated curb-side planting strip fronting the public right-of-way.

17.58.090 Street Tree Standards.

- A. The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.

Finding: The applicant is proposing to install Flowering Plum (*Prunus cerasifera* 'Thundercloud') trees along NE Alpha Drive and Red Maple (*Acer rubrum* 'Red Sunset') trees along NE Riverside Drive. Both of those species are listed on the McMinnville Street Tree List.

- B. Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

Finding: A condition of approval is recommended to specify that the trees be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety.

- C. Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes.

Finding: The street tree plan shows an evenly spaced planting pattern. The Thundercloud Flowering Plum tree grows to a mature height of 15-20 feet and a canopy width of 15-20 feet. Based on those sizes, the McMinnville Zoning Ordinance defines the Flowering Plum as a small or narrow stature tree, and requires that the trees be spaced no greater than 20 feet apart (Section 17.58.090 (C)). The landscape plan as proposed shows the trees being planted 25 feet apart, so a condition of approval has been added to reduce the spacing to 20 feet apart on center. The applicant is proposing to install Red Maple (*Acer rubrum* 'Red Sunset') trees along NE Riverside Drive, spaced at 30 feet, to be consistent with existing street tree plantings to the east. This spacing is consistent with the requirements for a medium tree.

- D. When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width.

Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb.

Finding: The proposed planting strips will be seven (7) feet in width along Riverside Drive, which is an arterial, and four (4) feet along Alpha Drive, which is considered a local street. The proposed widths of the planting strips exceed the minimum required widths.

- E. Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.

Finding: Utilities were not identified on the street tree plan, but a condition of approval will be included to ensure that the street trees will meet the required setbacks from each type of utility and the driveway.

17.58.120 Street Tree Maintenance. Street trees shall be continually maintained, including necessary watering, weeding, pruning and replacement, by the developer or property owner for one full growing season following planting, or as may be required by the City.

Finding: A condition of approval has been included to ensure that the applicant or future property owner will maintain the street trees as approved.

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